

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

Mayor: Alysa Plummer
Trustees: Lili Lanphear (absent)
Justin Leitgeb
David Marshall
Lisa Cove
Village Attorney: Jeffery Turner
Village Clerk: Dorothea M. Ciccarelli

CALL TO ORDER

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

Vote: Plummer – yes, Leitgeb –yes, Marshall – yes, Trustee Cove—yes, *Motion passed.*

Mayor Plummer announces two items being removed from the agenda: GPI Contract and Green Infrastructure GPI.

CONFLICTS OF INTEREST DISCLOSURE

There are no conflicts to disclose.

EAGLE SCOUT PROJECTS

Marco Helm- Troop 341—With handouts for the Board, Helm explains the premise and pursuits of the project for a Butterfly Garden. He would also like support from the DPW for a watering schedule for the first year of the garden. The project would include clearing the area. Power tools or chemical spray—specifically for poison ivy, will be used by adults and coordinated with the DPW.

Trustee Cove asks to keep the rocks as part of the planned Butterfly Garden. She suggests the Pittsford Rotary as an additional outlet for fundraising plants and materials.

Trustee Leitgeb confirms that some ground area parts of the schematic are not Village owned, and whatever we approve of must be part of the Village jurisdiction. In the meeting, he adds that the garden's location would not impede potential trail plans.

In response to Trustee Leitgeb's comments, Mayor Plummer insists this is a good partnering opportunity with the Canal Corporation. She asks Helm to meet with her regarding the plan to include more native pollinators than as proposed thus far.

Attorney Turner asserts that the Board of Trustees will act given that the project will be using Village property at some points of the project's staging.

Robert Corby, 7 Washington Ave—states that the information for this project was not provided in the packet to comply with open meeting standards. He also asks the Board to reiterate where the plan has taken place. Bob asks that this space be reserved for trail plans of the arboretum. The Village Clerk reminds the Board and commenters that she can only include what is provided before the meeting.

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

Trustee Marshall asks how the planning for this space compares to the over-arching plan for the property in scale, previously discussed, and if we could incorporate it into our projections instead of the scout's project. He would like to know the direction of the Canal Corp application before evaluating how Village resources can be of use.

Mayor Plummer clarifies that the proposal is not part of the Village's property plans because it includes locations on the Canal Corporation land. She states we are moving to potentially lease the surrounding area for the Village's pollinator plans.

Superintendent Bleier says if we were to get the area from Canal Corporation, included in the Butterfly Garden plan, as a joint project with the Village, it would lead to existing discussions to activate the same property as a pollinator area. He wants to arrange physically staking out the areas of the plan. He asks, what will be the maintenance requirements once the project is concluded aside from watering? The Canal Corp would request a Maintenance agreement with the Village.

BUILDING INSPECTORS REPORT

Trustee Cove brings up tree removal on public property and would like to revisit the *Tree Ordinance*. She will take some time to review previous samples so that the Board may consider adopting specific ordinances for the Village.

Building Inspector Lauth proposes a fee structure change so that charges apply to each living unit where work will be done on the property vs. the one unit/address.

Motion by Trustee Marshall and Trustee Cove seconded to approve the fee changes to shift to a per unit base per the presented structure.

Vote: Plummer – yes, Leitgeb –abstain, Marshall – yes, Trustee Cove—yes, *Motion passed.*

Trustee Leitgeb commented that he abstained from the vote; he would prefer not to make changes without them being on the agenda.

DPW REPORT

Trustee Cove asks about the work being done on the fence behind Breathe. Additionally, she updates the wrapping of the utility boxes with the DOT. There are three artists interested, and they will be presenting a design. Trustee Cove would like to add the discussion of a dog park in the Village to the future agenda. Lastly, she asks for an update on the urns. She will coordinate with Sue and ask her to contact Superintendent Bleier regarding the third urn.

Superintendent Bleier responds to Trustee Cove regarding the work behind Breathe; it is a shared Maintenance agreement with the Town.

Trustee Marshall asks if the water main break outside the library is being repaired or repaired before the PGA.

Superintendent Bleier responds that this work is being held with the DOT, and its completion is on their schedule. He has spoken to them about getting a temporary patch before the PGA event, with the permanent work being concluded after that.

Mayor Plummer thanks the DPW for their work on caring for the Village in special preparation for the PGA. She confirms the urns are already out, with the third being introduced after the brick pavers are done.

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

TREASURER’S/ VILLAGE CLERK REPORT

The Village Clerk reads comments regarding a Facebook post about Board of Trustees positions, “Since it is not certain that the Board will get this information if it is just submitted to the Village Clerk.” She responds that all applications are handled with continuity across current and previous administrations; if there is a selection resume per the mayor, it is disseminated amongst the Board. She does not hold determining factors to distribute applications otherwise. The Clerk requests the post to be taken down as it objectifies that her role withholds information from the Board, which is entirely contrary to her position as a neutral civil servant.

Trustee Leitgeb expresses that the post was at his admission, and the intent was not to insinuate that the Village Clerk was not meeting her services. His just cause was to reference appointment procedures of resumes being distributed to the Board, and he would like clarity on those procedures.

Trustee Cove would like to request further discussion of the same procedures later.

PUBLIC HEARING

SPECIAL PERMIT; LABEL 7—50 STATE STREET

Ross Mueller has applied for a permit to play acoustic-only music on the patio of his establishment beginning May 1st, 2023.

Trustee Cove asks where the speaker will be positioned, to which Mueller responds, “In the corner facing the canal building.”

Motion by Mayor Plummer, Trustee Cove seconded a motion to open the public hearing.

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

Robert Corby, 7 Washington Ave—endorses the proposal.

Motion by Mayor Plummer, Trustee Cove seconded a motion to close the public hearing.

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

Motion by Trustee Marshall, Trustee Cove, seconded a motion to approve the special permit for Label 7, as presented.

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

LOCAL LAW: PARKING CHANGES

Trustee Cove points out that a planned change needs to be added to the document that should apply to South Main between Lincoln and Lucas on the Westside.

Attorney Turner proposes that the Village stripe and place signage account for the area of Trustee Cove’s concern, but we cannot enforce violations. The current draft cannot be amended. The current public hearing can be canceled, amend the statute re-age, and reset the public hearing to codify. A second option would be that the public hearing can continue, pass the legislation, and draft a new local law for the discussion schedule.

Mayor Plummer would like the area to be paid for by the DOT with the signage of tonight's local law approval.

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

Superintendent Bleier asks if consideration will still be given to a handicapped space before the florist, despite the DOT having the final say. As Mayor Plummer states, the business would need consultation, and there have been many traffic incidents within this same realm of concern outside of just parking space.

Robert Corby, 7 Washington Ave—speaks as a neighbor to the parking and traffic way area. He suggests considering restoring the individual parking delineations.

Motion by Mayor Plummer, Trustee Marshall seconded a motion to open the public hearing.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Art Pires, 70 State Street—has a question about the re-pavement of the water main break, given the increase in traffic thus far and expected for the PGA, which was answered by Superintendent Bleier earlier in the meeting.

Motion by Mayor Plummer, Trustee Cove seconded a motion to close the public hearing.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Motion by Trustee Marshall, Trustee Leitgeb seconded a motion to approve the Local Law as presented.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Trustee Marshall asks to look at increasing lots on the Westside and South Main to address speed. Additionally, he inquires about a master plan of parking that the Village and commercial properties have jurisdiction of. Superintendent Bleier says we do not have this inventory, but he has a GPS map of Village parking, not including parking lots.

Mayor Plummer requests that the GPS map be shared with the Board; although it may be outdated, it gives a reference point for parking review.

Motion by Trustee Cove, Trustee Leitgeb seconded a motion to approve putting back the delineated parking spots.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

VILLAGE HALL INFRASTRUCTURE UPDATE.

The contractor for the back restoration is also quoting for the pillars. We also have quotes for the wrought iron and the porch. The Clerk will provide a more comprehensive update at a later meeting. She will also go through past minutes and restoration purchases for the timeline of when items in the building are aging and will need updating.

Mayor Plummer notes a current application for Preservation New York to update a survey of Village Hall.

Motion by Trustee Leitgeb, Trustee Cove, seconded a motion to approve bill pay as presented.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

The Clerk presents the Village Tax Warrant for authorization.

Motion by Trustee Marshall, Trustee Cove seconded a motion to approve authorization of the Tax Warrant.

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

The Clerk presents a letter of credit regarding 75 Monroe, estimating a line of credit against the developer, not the Village of Pittsford, which we will receive from the CNB. The letter of credit is an allotment of funds for a project that needs to be done sufficiently; then, the Village has the credit and authorization to complete the work.

Trustee Marshall asks to clarify if the credit approval indicates the building permit has been signed. Building Inspector Lauth replies, no. Having the line of credit is a variable in place to approve the building permit.

Motion by Trustee Marshall, Trustee Cove, seconded a motion to approve the letter of credit as presented.

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

The Clerk informs the Board that she has made the annual bond payment of \$50,000, including interest acquired. This did not require prior Board approval. Additionally, there will be items such as utilities that will be paid for without prior Board approval, but by law, she presents a statement of notice.

The Clerk presents the new calendar of Board meetings for the remainder of the year.

Motion by Trustee Cove, Trustee Marshall seconded a motion to approve the new Board of Trustees 2023 meeting dates.

Vote: Mayor Plummer- no vote, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

MEMBER ITEMS

Trustee Cove would like to look at the Village code relating to the process and language of appointments for governing boards. She will pass forward recommendations to the mayor's desk.

Trustee Leitgeb asks if it is necessary to change local law rather than receive background information of Board applicants upon request.

The Clerk offers that when a resume comes in for a Board position, she could add a forwarding process to the Board of Trustees.

Motion by Trustee Cove, Trustee Leitgeb seconded a motion that the Clerk will forward CVs submitted by residents searching for a Board position, not only to Mayor Plummer but also to the Board of Trustees.

Vote: Mayor Plummer- yes, Leitgeb– yes, Marshall- yes, Cove- yes, *Motion passed.*

Trustee Cove will table further items, which include the refuse district and the dog park.

Trustee Leitgeb revisits a request to put current Board members' appointments and terms on the website.

Attorney Turner will review local law with the Clerk for a name change of our coded "Village of Pittsford Historical and Architectural Preservation Board."

Trustee Leitgeb brings an item regarding the Arboretum. He first would ask the Board to ensure the dedication's boundary is consistent, correct, and in agreement with the Board of Trustees. He adds that the dedication was meant

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

to zone as part of a map, not a set number of acres. Trustee Leitgeb requests the Superintendent to confirm the discussion of boundaries they have already conducted before the meeting, and he is presenting now.

Attorney Turner states that the dedication would be incomplete, given the intention of the Board to dedicate a set amount of the DPW parcel to the Arboretum.

Mayor Plummer asks Trustee Leitgeb and Superintendent Bleier to meet further with the Village Engineer, Scott Harter, to solidify the boundaries.

Trustee Marshall and Superintendent Bleier agree that we should look to the future of planning and acquisitions in this area to allow for greater flexibility in long-term planning and beautification opportunities.

Robert Corby, 7 Washington Ave—suggests using the model from a previous project in planning for this Arboretum.

The boundaries will be discussed as an item at the next meeting.

Building Inspector Lauth asks if the Canal Corp decision should be reconciled before the arboretum is settled, given that the parking currently is on their property, not the Villages.

Robert Corby, 7 Washington Ave—announces that the Friends of the Arboretum would like to schedule their first clean-up party on June 1st at 2:00 pm. He requests that the gravel pile be removed and moves the mulch pile to assess the trail construction near the DPW driveway. Corby would like to know the schedule for the Ailanthus removal. Japanese knotweed is spreading, and the group will offer to help remove it by laying down plastic if the Village provides the materials. Lastly, he asks about the monies available to provide permanent signage for the Arboretum. He will reconnect with PRISM as a follow-up regarding a list of needs.

The Clerk confirms there are donated funds available which the Friends of the Arboretum can consider while looking at signage costs and sending those numbers to her.

Trustee Marshall would like an update on Airbnb advisory members. The Clerk will send out the information.

Motion by Mayor Plummer, Trustee Cove seconded a motion to enter executive session.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Motion by Cove, Trustee Leitgeb seconded a motion to close the executive session.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Motion by Leitgeb, Trustee Cove, seconded a motion to hire Alexandria Torres-Vaughn as Deputy Clerk at \$25.00/hr. We paid upon her acceptance of the offer.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

Motion by Mayor Plummer, Trustee Leitgeb seconded a motion to adjourn.

Vote: Mayor Plummer- yes, Leitgeb- yes, Marshall- yes, Cove- yes, *Motion passed.*

ADJOURNMENT

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Thursday, May 11, 2023, at 6:45 PM

Alexandria Torres Vaughn, Recording Secretary

Question Report

Report Generated:

10/2/2023 12:15

Topic
Village of Pittsford Regu 829 8360 1786

Actual Start Time # Question
5/11/2023 18:16 2

Question Details

#	Question	Asker Name	Answer	Question Time
1	Had a question regarding the pavement restoration associated with the Main St. Water main break. With consideration of the expected very high volume of traffic from both Monroe Co and out of star visitors , as well as all the work and costs for the roadway and signal improvements is there no way that the DOT can arrange for night work to be done this coming week - in advance of the PGA? Has the request be made directly to the DOT main office for the night work by both the Village and Town ; the call to the DOT by both the Village Mayor and Town Supervisor.	Art Pires	live answered	5/11/2023 19:41
2		Art Pires	live answered	5/11/2023 19:42