

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

January 23, 2024, at 5:30 PM

**PRESENT:**

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

**CALL TO ORDER**

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

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

**CONFLICTS OF INTEREST DISCLOSURE**

Mayor Plummer asked the board if they had anything to disclose. The members stated they did not have any conflict of interest.

**PUBLIC COMMENT**

Mayor Plummer asked if there were any public comments. The Village Clerk stated there were none.

**BUILDING INSPECTOR REPORT**

The Building Inspector's report was presented to the board. There were no questions for Building Inspector Lauth.

**DPW REPORT**

The board wanted to discuss the recurring grease/fat/oil buildup that is causing restriction and blockages in the sanitary sewer between the Del Monte Hotel and Spa and the Pittsford Pub, which was consequently causing the DPW to not only clear the blockage but to make frequent repairs. Mayor Plummer suggested periodic grease trap inspections as one possible response and asked the Village Attorney what his suggestions would be. Village Attorney Turner suggested the village do semi-annual or annual grease trap inspections and have the business keep a cleaning log. This would also require reimbursement to the village for the time and monetary impact. Mayor Plummer wanted village staff to research the process for such issues with other villages. Trustee Marshall proposed the possible creation of a law that would bill a surcharge based on the location of the blockage and establishment occupancy.

**Motion by Trustee Lanphear and seconded by Trustee Leitgeb to approve Superintendent Bleier's attendance at the Finger Lakes Building Official Association Conference March 11-13, 2024.**

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

**Motion by Trustee Cove and seconded by Trustee Marshall to approve the purchase of two plastic-backed, larger-sized mirrors for the canal path.**

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

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**TREASURER'S REPORT**

The Village Clerk presented vouchers listed in Abstract #18 of the 2023/2024 fiscal year for approval.

**Vouchers for approval Abstract #18**

• General Fund (#433-#448):	\$ 15,879.40
• Sewer Fund (#434-#446):	\$ 2,967.27
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	\$ 18,846.67

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to approve bill pay as presented.**

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

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to approve the service contract for IT Service as presented.**

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

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to approve HSA funding as presented.**

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

**SETTING PUBLIC MEETING**

**Motion by Trustee Marshall, seconded by Trustee Cove, to move the local law to a public hearing on February 13, 2024, at 6 pm.**

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

**REVIEW OF SPECIAL PERMIT- 5 STATE STREET**

Mr. Mike Reynolds and Mr. Randy Peacock came before the board to discuss moving forward with a special permit for a restaurant. He wanted to open a high-end, sit-down grill/pub with the same current footprint, utilizing the current no parking variance and preferably before the April 2024 solar eclipse. Mayor Plummer and the board voiced concern about using the current variance as it is currently under litigation. Trustee Leitgeb wants Mr. Reynolds to provide more details to the Village Building Inspector. Mr. Reynolds preferred not to defer and wondered if there was a middle ground so they could start the process while waiting for a conclusion to the case. Village Attorney Turner asked Mr. Reynolds whether he was saying he would be OK with the Certificate of Occupancy not being issued until the litigation was settled. Mr. Reynolds confirmed yes. Mayor Plummer wanted the board to confer with both the Village Attorney and the Village Building Inspector before the agenda item comes back before the board. Trustee Marshall also asked the Village Attorney if there was a consideration that this situation would lead to the board looking at village zoning in general.

**SOUTH AND WOOD STREET BOND**

The Village Clerk is still waiting for information from GPI. It was tabled until the next meeting.

**DPW BATHROOM PROJECT UPDATE**

The Village Engineer was not in attendance. Trustee Leitgeb asked for clarification on the correspondence from Canal Corporation. Mayor Plummer stressed that Canal Corporation did not say no to the variance; they stated that it would be a longer process and that there was precedence in other canal communities that Canal Corporation

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wouldn't do anything to activate that land because the DPW building had been there for so long. Trustee Leitgeb also asked for the email the Village Engineer received from Canal Corporation. Trustee Marshall wanted to see other layout options and clarification on ADA compliance. It was tabled until the Village Engineer can attend the meeting.

**SHORT-TERM RENTAL REPORT**

The board would like the Deputy Clerk to ask the Short-Term Rental Committee to deliver a final report by February 6<sup>th</sup>, 2024, so that the board can discuss their findings at the meeting on February 13<sup>th</sup>, 2024. Trustee Lanphear wanted it stated that not only would the board discuss the committee's report at the next meeting but also a village-wide rental registry.

**DISCUSSION ON REFUSE DISTRICT**

Trustee Cove wanted to ensure that the public would have the opportunity to be heard regarding the proposed refuse district. Trustee Leitgeb reiterated that he did not want to move forward with the refuse district at this time. The board clarified with Village Attorney Turner that they could move to have a public meeting without having to move forward with legislation. He confirmed yes.

The Village Clerk then read public comments sent to the village through email regarding the refuse district.

*Rachel Baker: I say we should go ahead with a refuse district and implement it this year, not wait for another year. Thank you.*

*Benjamin Richards, 55 Monroe Avenue: I would like to iterate my support for the most expedient implementation of a village refuse district. It would save villagers approximately 40% on their trash and recycling. This is a substantial amount of savings for working-class families in our community. In addition, trash haulers are now obligated to provide better service which benefits everyone. If a hauler does not do their job, then they do not get their contract renewed. A refuse district is a win for every household in the village. I am disappointed that progress is being stymied here. The village board has been elected to make the village of Pittsford better for every resident. A refuse district is an easy solution to make that happen. Please do not let government infighting, political brinkmanship, or bureaucratic inaction stand in the way of making this village the best it can be. Thank you for your time. Ben Richards.*

The Village Clerk then asked the public if they had any questions. There were none.

Trustee Cove then stated that she received messages from residents privately and on Facebook and wanted to share their questions/statements. She noted the following on their behalf:

*Carl Fleischman was not in favor of a refuse district.*

*Robert Corby wanted to know if there was any draft legislation that he could see.*

The Village Clerk responded that the legislation had been included in the last two meeting packets and could be viewed there.

*Linda Brisban wanted more information and public input.*

**Motion by Trustee Cove, seconded by Mayor Plummer**, to move the refuse district forward to a public hearing on February 13<sup>th</sup>, 2024, at 6 pm.

**Vote:** Mayor Plummer – yes, Lanphear – nay, Leitgeb – nay, Cove – yes, Marshall – nay. *Motion failed.*

**REVIEW OF THE PROPOSED GENERAL AND SEWER RESERVES**

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Mayor Plummer thanked everyone for their hard work on this agenda item. Trustee Marshall wanted to change the repair reserve language to biennial instead of annual. Village Attorney Turner asked him for clarification as to why he felt the change was necessary. Trustee Marshall wanted to ensure that the monies in the reserve could never be used for routine maintenance. The board decided that all repair reserves should be changed to read as such, “*that recur regularly, annually or at shorter intervals.*”

Trustee Marshall then asked if there was a reserve that would allow the village to acquire land in the future. The Village Attorney responded no. Trustee Marshall proposed to the board that land acquisition be added to a type of capital reserve fund.

The board set forth an action item for the Village Attorney to write language for debt reserves for the General Fund and the Sewer Fund.

Mayor Plummer set forth an action item for the Village Attorney to write the language for a Litigation Reserve stating that the reserve could be used for the expenditures that exhaust both insurance and deductible, as available at the time.

Mayor Plummer set another action item for the Village Attorney and the Village Clerk to research why the Sewer Equipment and Vehicle Replacement Reserve Fund stated “unless the period of probable usefulness of the capital is less than five years” instead of three years.

Trustee Marshall asked that language be added for the Sewer Fund Building Repair Reserve, saying, “all buildings and structures utilized by the sewer system.”

**MULTI-YEAR CAPITAL PLANNING RFP UPDATE**

The Village Clerk informed the board that they would receive at least one bid. Trustee Marshall asked that the Excel spreadsheet be re-sent to the board members.

**MEMBER ITEMS**

Trustee Marshall followed up on a previous email asking for a list of everything needed when construction on 75 Monroe begins, including who the village hired to do various work, what firms they work for, and who would be responsible for each bill.

**MINUTES**

**Motion by Trustee Leitgeb, seconded by Trustee Cove, to approve the minutes for November 20<sup>th</sup>, 2023.**

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

**Motion by Trustee Leitgeb, seconded by Trustee Cove, to approve the minutes with the suggestions for December 12<sup>th</sup>, 2023.**

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

**EXECUTIVE SESSION**

**Motion by Mayor Plummer, seconded by Trustee Marshall, to enter an Executive Session to discuss an employee matter.**

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

**Motion by Mayor Plummer, seconded by Trustee Cove, to exit an Executive Session.**

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

**Motion by Trustee Leitgeb, seconded by Trustee Cove, to increase Danielle Rehler's hourly rate to \$25.00 per hour, effective immediately.**

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

**Motion by Trustee Leitgeb, seconded by Trustee Lanphear, to increase Peter Bessey's hourly rate to \$22.25 per hour, effective immediately.**

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

**ADJOURNMENT**

**Motion by Mayor Plummer, seconded by Trustee Cove, to adjourn the meeting at 9:18 PM.**

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

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Laura Donk, Recording Secretary