

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

March 26, 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.

GUIDELINES FOR PUBLIC COMMENT

Mayor Plummer asked the Village Clerk to read an overview of the open meeting compliance certification.

PLEDGE OF ALLEGIANCE

The room then stood and recited the Pledge.

PUBLIC COMMENT

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

BUILDING INSPECTOR REPORT

Mayor Plummer asked Building Inspector Lauth to update the board on the Climate Smart Program. The village received a quote for converting the remaining streetlights to LED for just under \$15,000, which would not only be completely covered by grant money but would also qualify the village for the next tier in the program.

Motion by Trustee Lanphear and seconded by Trustee Cove *to send a letter to New York State regarding replacement with LED lightbulbs for streetlights.*

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

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DPW REPORT

Trustee Lanphear asked Superintendent Bleier what the status of the bench application to the DOT was. The village clerk stated that there had been no response yet. Trustee Marshall asked the Superintendent how he prioritizes brush pick-up this time of the year. Superintendent Bleier stated that this time of year, brush pickups were few and far between and were often only scheduled. Trustee Cove inquired as to the status of trash receptacles around the village. The Superintendent stated that they were still looking for the cans that fit into the already existing holders on the sidewalks. Mayor Plummer set an action item to scan and send out hard numbers on the options so the board can decide.

Motion by Trustee Lanphear and seconded by Trustee Leitgeb to accept the quote from United Rentals for porta-potties for the 2024-2025 season.

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

TREASURERS REPORT

The Village Clerk presented vouchers listed in Abstract #22 of the 2023/2024 fiscal year for approval.

Vouchers for approval Abstract #22

• General Fund (#544-#569):	\$ 56,749.02
• Sewer Fund (#548-#563):	\$ 2,214.86
	<hr/>
	\$ 58,963.88

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

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

The Village Clerk then presented the February 2024 financials.

Motion by Trustee Leitgeb, seconded by Trustee Marshall, to approve the February financials as presented for General and Sewer Funds.

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

Motion by Trustee Lanphear, seconded by Trustee Leitgeb, to approve the general and sewer transfer.

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

Motion by Trustee Marshall, seconded by Trustee Cove, to approve Village Historian Vicki Proffit to hold a coffee and conversation discussing Village Hall history on April 20th, 2024, from 9:30 AM – 11 AM.

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

PUBLIC HEARING- Local Law for the Exemption of Volunteer Fire and Ambulance Workers

Motion by Trustee Lanphear, seconded by Trustee Leitgeb, to open the public hearing.

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

Mayor Plummer asked if anyone from the public would like to speak regarding the agenda item.

Tom Heagerty, 19 Elm Street, wanted to say they appreciate the positive vote for the seven volunteers that live in the village.

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Motion by Trustee Cove, seconded by Trustee Lanphear, to close the public hearing.

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

Motion by Trustee Lanphear, seconded by Trustee Cove, to accept the amendment to the original local law for the exemption of volunteer fire and ambulance workers, retirees, and existing spouses.

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

PUBLIC HEARING- Special Permit for 57 Monroe Avenue

Jeff Ladue, Architect, and Mike Collichio, owner of 57 Monroe, came forward to update the board and the public. They stated that no exterior changes would be made to the building. Units would have access to the interior from the parking lot side of the building, and first-floor tenants would be able to use the current covered walkway as a seating area. There was also a plan to add a picnic area to the parking lot side of the building. Trustee Lanphear asked if there was any plan for signage. Mr. Ladue stated that he would like to put up a sign stating “Pittsford Luxury Apartments,” but, as of that time, had not come up with a solid plan. They also planned to remove some parking spaces, adding landscaping to create a buffer between the first-floor units and the parking lot in the future. Trustee Leitgeb stated that he felt the area would benefit from the addition but would like to see more detailed plans, specifically regarding the buffer landscaping and screening to hide refuse bins. Mayor Plummer clarified that, currently, they’d be discussing interior remodeling only and that the owners would come back before the board at a later date regarding the exterior upgrades. Trustee Lanphear asked the building inspector if any utility upgrades would need to be made. Inspector Lauth confirmed they did not require any additions or upgrades. Trustee Marshall cited concerns about the exterior front doors not being depicted in the drawings.

Motion by Trustee Cove, seconded by Trustee Lanphear, to open the public hearing.

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

Mayor Plummer asked if anyone from the public or online would like to speak. There was not.

Motion by Trustee Cove, seconded by Trustee Lanphear, to close the public hearing.

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

Trustee Lanphear then read through the conditions the board had for the special permit. Mayor Plummer stated that she was very happy with the adaptive use of the current building for this project. Trustee Marshall was excited about the transition that the change in use would create for the neighborhood. He also inquired if the owner planned to keep/maintain the current hedgerow between their property and the residence next door. Trustee Leitgeb voiced concern about landscaping changes. Inspector Lauth reiterated that the application before the board was only regarding interior changes and that the owner would have to come back before the board to do anything outside. The village attorney also clarified that the board was welcome to add whatever conditions they would like to the special permits. Trustee Leitgeb asked if there were any issues regarding SEQR. Village Attorney Turner stated there was not.

Motion by Trustee Marshall, seconded by Trustee Cove, to approve the special permit with the conditions of 1- front door accessibility and utility to Monroe Avenue sidewalks of the existing front doors. 2- no change to the windows and doors in view of the public right of way. 3- full screening for refuse containers using wood fencing and 4- having a fully walkable paved or sidewalk path from the back parking to the front street sidewalk.

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

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Motion by Mayor Plummer, seconded by Trustee Cove, to adjourn the meeting for 5 minutes.

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

Motion by Mayor Plummer, seconded by Trustee Cove, to call the meeting to readjourn the meeting.

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

GPI- SOUTH AND WOOD STEET

GPI presented findings on a traffic calming study. Speed cushions were the first suggestion between Boughton Avenue and East Jefferson Road. They stated there would be an increase in noise with this option; the estimated cost would be about \$6000, and there was usually an increase in maintenance time and costs. The second suggestion was to extend the outside edge striping to State Street and to maintain center striping at horizontal curves or even possibly extending them. Trustee Marshall asked Superintendent Bleier how difficult maintenance would be with the speed cushions. He stated that it made plowing difficult. The third option was to add colored shoulders. GPI did not feel there was enough room to make the shoulders large enough to create significant traffic calming. Trustee Cove asked if they could add a bike lane to one side of the road instead. The final option would be chicanes, which would mean major reconstruction, maintenance, and cost. GPI then presented a possible schedule for the project if the village decided to bid on it this year.

Motion by Mayor Plummer, seconded by Trustee Marshall, to adjourn the meeting for 5 minutes.

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

Motion by Mayor Plummer, seconded by Trustee Cove, to call the meeting to readjourn the meeting.

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

The board wanted to do the striping, which would cost about \$20,000.

MARGOT L. FASS, MD- THE FROG HOUSE

Dr. Fass presented her plan for a presentation by Tom Biegbighauser on April 18th, 2024, regarding wetland restoration and the arboretum. She invited the board to attend his talk, which was being held at Village Hall. Mayor Plummer offered to post information on the village website, but the condition was that asking for donations was removed from the literature.

RFP FOR INVASIVE REMOVAL

Mayor Plummer thanked Village Clerk Ciccarelli for preparing the RFP. Trustee Leitgeb asked that the RFP only be used as a reference treatment for the arboretum and not the rest of the village. The board agreed. The village clerk asked the Friends of the Arboretum to provide a site map to include with the RFP by April 5th, 2024.

Motion by Trustee Leitgeb, seconded by Trustee Cove, to approve advertisement of the RFP for Invasive Species Removal.

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

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RESOLUTION TO ESTABLISH BENCHMARKING REQUIREMENTS FOR CERTAIN BUILDINGS

Motion by Trustee Marshall, seconded by Trustee Leitgeb, to declare this a Type II action by SEQR.

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

Motion by Trustee Leitgeb, seconded by Trustee Lanphear, to approve the resolution as presented.

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

MONROE COUNTY WATER AUTHORITY CONTRACT

Motion by Trustee Marshall, seconded by Trustee Leitgeb, to direct the village attorney and Superintendent Bleier to work together with Monroe County Water Authority to come up with an extension of terms for the relationship the village has with the county.

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

SEQR FOR 57 MONROE SPECIAL PERMIT

Motion by Trustee Marshall, seconded by Trustee Leitgeb, to declare the special permit for 57 Monroe to be a Type II action by SEQR.

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

Motion by Trustee Marshall, seconded by Trustee Cove, to approve the special permit with the conditions of 1- front door accessibility and utility to Monroe Avenue sidewalks of the existing front doors. 2- no change to the windows and doors in view of the public right of way. 3- full screening for refuse containers using wood fencing and 4- having a fully walkable paved or sidewalk path from the back parking to the front street sidewalk.

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

Trustee Marshall thanked the resident who brought the lack of SEQR to the board's attention.

MULTI-YEAR FINANCIAL AND CAPITAL PLAN

The board set an internal meeting for April 2nd, 2024, at 12 PM and to have an email update for all board members sent out by April 5th, 2024.

DISCUSSION ON SHORT-TERM RENTALS

The board decided to have the village clerk poll the board regarding a specific date for discussion after the budget was passed.

CLEAN ENERGY COMMUNITIES

Mayor Plummer stated that this had been taken care of during the earlier discussion with Building Inspector Lauth.

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MEMBER ITEMS

Trustee Marshall wanted the village attorney to be directed to write code to notify residents when Special Use Permits near their property come before the board. The village clerk suggested forgoing mailings and posting the property as it seems to be far more impactful and cost-effective. Village Attorney Turner informed Trustee Marshall that he would need to put this on the agenda of the following meeting before taking any action or giving any directive.

Trustee Marshall would like to set an attorney client session for immediately after the budget was resolved regarding the Monroe County Water Authority Contract. The board agreed.

MINUTES

Motion by Trustee Leitgeb, seconded by Trustee Cove, to approve the February 27th, 2024, meeting minutes as presented.

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

ADJOURNMENT

Motion by Mayor Plummer, seconded by Trustee Leitgeb, to adjourn the meeting at 8:53 PM.

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

Laura Donk, Recording Secretary