

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

April 30, 2024, 4 PM

PRESENT:

Mayor: Alysa Plummer
Trustees: Lili Lanphear
Justin Leitgeb
David Marshall- Absent until joining at 4:48 PM
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 – Absent. *Motion passed.*

CONFLICTS OF INTEREST DISCLOSURE

Mayor Plummer asked the board if they had anything to disclose. Trustee Leitgeb stated that he had a conflict of interest regarding the Ethics Board legal bill fee and that he would recuse himself. Trustee Lanphear also stated that she would recuse herself from the same discussion. The remaining trustees had no other conflicts 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.

TREASURERS REPORT

The Village Clerk stated that there was no report for the meeting.

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

April 30, 2024, 4 PM

4:09 PM PUBLIC HEATING: SHORT-TERM RETAIL PERMIT- HARLADAY HOTS

The village building inspector came forward to represent Harladay Hots. He said they planned to be open from May 1, 2024, through about October 15, 2024, Monday through Friday, 10 AM-3 PM, noting that nothing changed with the application in 12 years. Trustee Cove asked if they take the refuse with them when they close, and he confirmed yes.

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

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

Motion by Trustee Leitgeb and seconded by Trustee Cove to close the public hearing.

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

Motion by Trustee Leitgeb and seconded by Trustee Cove to approve the short-term retail permit for Harladay Hots as presented with the same conditions as in previous years and stated as a Type II SEQR.

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

4:12 PM PUBLIC HEARING: 5 STATE STREET

Mike Reynolds came forward, stating that they have the planning board's suggestions for the dumpster enclosure and will make those changes. Trustee Cove asked for more details. Mr. Reynolds said that if something changes with the easement that currently allows for dealing with the refuse, they will have the site plan approval already in place and shift to plan B, as the planning board discussed.

Motion by Trustee Cove and seconded by Trustee Lanphear to open the public hearing on 5 State Street.

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

Tucker Kuhe, Village Bakery, stood and stated that they were excited about the tavern moving in and were confident they could work out something regarding the dumpster to ensure it would not become an eyesore.

The trustees thank him for taking the time to come speak and for working with the other owners.

Motion by Trustee Cove and seconded by Trustee Leitgeb to close the public hearing on 5 State Street.

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

Motion by Trustee Cove and seconded by Trustee Leitgeb to state the 5 State Street application is a Type II SEQR.

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

Motion by Trustee Lanphear and seconded by Trustee Cove to approve the special use permit application for 5 State Street as presented conditional on-site plan approval for plan A or written acknowledgment of property agreement for plan B or plan C where the applicant comes back before the board for approval of an alternative refuse plan that would be located at another location.

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

PROCEEDING OF A REGULAR MEETING OF THE VILLAGE

BOARD OF TRUSTEES

April 30, 2024, 4 PM

4:27 PM PUBLIC HEARING: MULTI-YEAR FINANCIAL AND CAPITAL PLAN

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

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

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to close the public hearing.

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

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

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

Motion by Trustee Lanphear and seconded by Trustee Cove to authorize the mayor to sign part one of the Short Environmental Assessment Form.

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

Motion by Trustee Leitgeb and seconded by Trustee Cove to accept part two findings for the impact of the Short Environmental Assessment Form and make a Negative Declaration.

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

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to authorize the mayor to sign part three of the Short Environmental Assessment Form as there will not be any significant adverse environmental impacts project.

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

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to adopt the Multi-Year Capital Program Pursuant to section 99-g of the General Municipal Law of the State of New York.

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

RESOLUTION # ____

Establishing a Capital Program Pursuant to Section 99-g of the General Municipal Law of the State of New York

April 30th, 2024

WHEREAS, Section 99-g allows a municipal corporation to adopt a Capital Program for the purpose of planning for long-term capital improvements and

WHEREAS, the Village of Pittsford has adopted a tentative budget that anticipates budgetary appropriations to fund reserves, which will be one source of funds to assist in accomplishing such long-term capital improvements and

WHEREAS, the budget officer has also prepared a proposed Capital Program in conformity with General Municipal Law 99-g reflecting the Board of Trustees plan for the completion of long-term capital projects;

PROCEEDING OF A REGULAR MEETING OF THE VILLAGE

BOARD OF TRUSTEES

April 30, 2024, 4 PM

NOW, THEREFORE, be it resolved that the Board of Trustees of the Village of Pittsford hereby adopts the 2024/2025 Capital Program as prepared by the budget officer and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Motion by: Trustee Leitgeb

Seconded by: Trustee Lanphear

VOTE BY ROLL CALL AND RECORD:

Mayor Plummer: AYE
Trustee Marshall: Absent
Trustee Lanphear: AYE
Trustee Leitgeb: AYE
Trustee Cove: AYE

CERTIFICATION

I, Dorothea M. Ciccarelli, the duly qualified and acting Clerk of the Village of Pittsford, New York, do hereby certify that the **Establishing a Capital Program Pursuant to Section 99-g of the General Municipal Law of the State of New York Resolution** made on **April 30, 2024**, had not been altered, amended or revoked and is in full force and effect.

Dorothea M. Ciccarelli, RMC, CMFO
Village Clerk
Village of Pittsford, New York

4:40 PM PUBLIC HEARING- 2024-2025 BUDGET ADOPTION

Motion by Trustee Leitgeb and seconded by Trustee Cove to open the public hearing on 2024-2025 Budget Adoption.

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

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

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

David Wilkes, 19 East Jefferson Road, asked for an update regarding the refuse district RFP and whether the multi-year plan would affect it moving forward.

Village Clerk Ciccarelli said that the village will be moving forward and dealt with over the coming year.

PROCEEDING OF A REGULAR MEETING OF THE VILLAGE

BOARD OF TRUSTEES

April 30, 2024, 4 PM

Motion by Trustee Leitgeb and seconded by Trustee Cove to authorize the mayor to sign part one of the Short Environmental Assessment Form as submitted.

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

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to accept part two findings for the impact of the Short Environmental Assessment Form and make a Negative Declaration.

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

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to authorize the mayor to sign part three of the Short Environmental Assessment Form as there will not be any significant adverse environmental impacts project.

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

Trustee Marshall joined the meeting at 4:48 PM

Motion by Trustee Marshall and seconded by Trustee Leitgeb to adopt the 2024-2025 Budget as stated.

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

ETHICS BOARD ATTORNEY BILL

Trustee Leitgeb and Trustee Lanphear recused themselves.

Mike Reynolds, 35 Church Street, wanted to state that he hoped the board would concentrate on the bill's payment and not on accusations of misconduct.

Motion by Trustee Marshall and seconded by Mayor Plummer, to pay the legal bill of \$1,479.17 as presented and that in the future, there should be a more appropriate order of events and that an increase of previously stated cost should be presented to the Board of Trustees in advance rather than after the fact.

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

Trustee Marshall wanted to enter into the record that he fully supports the multi-year Capital and Financial Plan and, regrettably, was not present to vote officially in favor.

EXECUTIVE SESSION

Motion by Mayor Plummer and seconded by Trustee Marshall to enter an executive session regarding a potential acquisition of land.

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

Motion by Trustee Marshall and seconded by Trustee Cove to leave executive session with no action taken.

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

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

April 30, 2024, 4 PM

Motion by Trustee Marshall and seconded by Trustee Cove, for Village Attorney Turner and Superintendent Bleier to work on the current state of snow plowing and brush pickup on the roads in the village.

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

ADJOURNMENT

Motion by Mayor Plummer, seconded by Trustee Cove, to adjourn the meeting at 5:32 PM.

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

Laura Donk, Recording Secretary