

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

June 11<sup>th</sup>, 2024, 5:00 PM

**PRESENT:**

**Mayor:** Alysa Plummer  
**Trustees:** Lili Lanphear  
Justin Leitgeb  
David Marshall  
Lisa Cove  
**Village Attorney:** Jeffery Turner- arrived at 5:55 PM  
**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 trustees stated that they did not have a 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. Mayor Plummer asked everyone present to be sure to silence their cell phones.

**BOARD MEMBER COMMENT**

Trustee Leitgeb proposed enacting a policy requiring outside presenters to limit their presentations to 15 minutes. The Board agreed to consider it during the board procedures discussion.

**BUILDING INSPECTOR REPORT**

Trustee Cove asked for more information regarding the old Bank of America property. The building inspector stated that the Pittsford Fire Department purchased it, and all site plans and a request for subdivision are still being processed before the planning board. He then inquired if the board would waive any fees for the fire district.

**Motion by Trustee Leitgeb, seconded by Trustee Cove,** *to waive fees for all current applications presented by the Pittsford Fire Department.* **Vote:** Mayor Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

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**Motion by Trustee Marshall, seconded by Trustee Cove, to bring an amended application for Harliday Hots to move and operate at 19 North Main Street to a public hearing on July 16<sup>th</sup>, 2024, at 6 PM.**

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

**FROG HOUSE VERNAL PONDS**

The board decided to have a presentation by Thomas Biebighauser of Wetland Restoration and Training LLC for the public on November 24<sup>th</sup>, 2024, at 7 PM. Ms. Foss asked the board if they would support the creation of at least one vernal pond so she could begin fundraising. The Board wanted to discuss details with the village attorney and would need to present an application to the Planning and Zoning Board.

Robert Corby, 7 Washington Avenue, would happily fill out an application with Ms. Foss to facilitate the project.

**NYSERDA- GREEN ENERGY PROJECT FOR CANAL VILLAGES**

Ram Shrivastava, President of Larson Engineering, came before the board to present the possibility of applying for a solar power grant. The solar energy would be collected at a remote site, delivered by RG&E, and used for climate-smart improvements of Schoen Place. Trustee Marshall inquired what infrastructure alterations the state would require of the village. The Board asked Mr. Shrivastava to meet with the sustainability committee to discuss further details.

**SETTING A PUBLIC HEARING- 15 SOUTH MAIN STREET**

**Motion by Trustee Cove, seconded by Trustee Leitgeb, to set a public hearing for July 16<sup>th</sup>, 2024, at 6 PM to apply a lash and brow business at 15 South Main Street.**

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

**SETTING A PUBLIC HEARING- BUFFALO BILLS**

**Motion by Trustee Marshall, seconded by Trustee Cove, to move the 42 West Jefferson application by the Buffalo Bills to a public hearing for a short-term retail permit on July 16<sup>th</sup>, 2024, at 6 PM.**

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

**PUBLIC HEARING- 39 SOUTH MAIN STREET**

**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, whether in person or online, wished to speak. There was not.

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

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

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to designate the special permit for a salon at 39 South Main Street as a Type II action by SEQR according to 617.5.A- 18**

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

Trustee Marshall read through the special use permit considerations regarding the new salon.

**Motion by Trustee Marshall, seconded by Trustee Cove, to approve the special permit for the use of 39 South Main Street as a small salon and spa.**

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

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**SETTING OF PUBLIC HEARING- SHORT-TERM RENTAL MORATORIUM EXTENSION**

**Motion by Trustee Marshall, seconded by Trustee Cove, to set a public hearing for the extension of the Short-Term Rental Moratorium on July 16<sup>th</sup>, 2024, at 6 PM.**

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

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to cancel the public hearing for the extension of the Short-Term Rental Moratorium on July 16<sup>th</sup>, 2024, at 6 PM.**

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

**Motion by Trustee Marshall, seconded by Trustee Cove, to set a public hearing for the extension of the Short-Term Rental Moratorium on June 25<sup>th</sup>, 2024, at 6 PM.**

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

**USE OF VILLAGE LANE**

Trustee Leitgeb presented a proposal for a cut-through trail to the arboretum near the DPW building that the public could use during the DPW's off hours.

Trustee Marshall would like to put up signs stating the usable hours until a path and/or fence can be built.

Mayor Plummer set an action item to bring the proposal of a split rail fence and security measures for DPW to the July meeting.

**Motion by Trustee Leitgeb, seconded by Trustee Cove, to close Village Lane to the public only during DPW hours.**

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

**PLANNING BOARD AND ZONING CODE DISCUSSION- STAMPED DRAWING AND LOT COVERAGE**

Susan Lhota, 85 South Main Street and member of the Planning and Zoning Board, stated that the variances were chipping away at the village's green spaces. She felt that to preserve the historic character of the neighborhoods, simply raising the lot coverage percentage would now be a viable longer-term solution and that the Board of Trustees should take this opportunity to fix these issues. She also hoped in the future that the village would look at each neighborhood and consider what acceptable variances for the individual neighborhoods would retain their unique character, as a one-size-fits-all code just doesn't seem to work.

Robert Corby, 7 Washington Avenue, agreed with Ms. Lhota and added that the village's stormwater system was at capacity and by keeping the maximum amount of green space absorption can be maintained.

Village Attorney Turner told Trustee Marshall that a resident should go to the Historic Preservation Board for information only before they invest in working with an architect and acquiring stamped drawings for a project to ensure that they do not needlessly spend money on a project that is destined to be denied.

Building Inspector Lauth stated that stamped plans are not often necessary for the Planning Board to decide. He needs those stamped plans for the building only.

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**REVIEW OF THE MCWA AGREEMENT**

Village Attorney Turner presented the details of the new agreement with the Monroe County Water Authority, stating that most of the agreement remained the same as 40 years ago.

**AMERICAN LEGION LEASE**

**Motion by Trustee Cove, seconded by Trustee Leitgeb, to approve the American Legion Lease with changes and to allow the mayor to sign said lease.**

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

**BENCH INSTILLATION DISCUSSION**

Supervisor Bleier would follow up regarding the bench applications and inform the board about possible days to set up a bench with plantings and take pictures.

**DISCUSSION ON RULES OF PROCEDURE- VILLAGE BOARD MEETINGS**

Trustee Leitgeb and other board members would like the Rules of Procedure changed to reflect the new 5 p.m. meeting time.

Mayor Plummer stated, again for the record, that she believed meetings should not start until 6:30 PM in deference to the public's ability to attend around busy work and parenting schedules.

Building Inspector Lauth stated that he had fielded six complaints about the 5 PM meeting times being too early to attend.

**Motion by Trustee Leitgeb, seconded by Trustee Marshall, to have the village clerk update the Rules of Procedure based on the board's prior votes and to post the document on the village website.**

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

**DPW REPORT**

Trustee Cove brought up the tree donation agreement. The board decided to increase the fee to \$750 to cover costs without the plaque. Trustee Marshall would like to change the term from "permanent record" to something more accurate, such as "the life of the tree" or something similar that is no less than five years old. The board members also want the option for plaques to be limited to maintain uniformity.

**Motion by Trustee Marshall, seconded by Trustee Cove, to approve the Monroe Invitational banner application as presented.**

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

**Motion by Trustee Leitgeb, seconded by Trustee Marshall, to approve the lease for Monroe Tractor loader with a bucket with the trade-in.**

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

**TREASURER'S REPORT**

The Village Clerk presented vouchers listed in Abstract #27 of the 2023/2024 fiscal year for approval.

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**Vouchers for approval Abstract #27**

• General Fund (#678-#715):	\$ 20,339.34
• Sewer Fund (#701, #705):	\$ 294.71
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	\$ 20,634.05

The Village Clerk presented vouchers listed in Abstract #1 of the 2024/2025 fiscal year for approval.

**Vouchers for approval Abstract #1**

• General Fund (#693-#710):	\$ 51,934.42
• Sewer Fund (#693-#707):	\$ 14,276.79
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	\$ 66,211.21

**Motion by Trustee Marshall, seconded by Trustee Cove, to accept the 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 accept the bill pay for General Code updates as we've already passed these laws, and they need to be updated accordingly.**

**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 bill pay to Doyle Security as presented.**

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

**MEMBER ITEMS**

Trustee Cove wanted a message on the website asking for people to volunteer to serve on the lower boards due to there being two holdovers on the Historic Preservation Board. The Village Clerk will post it on the website.

Trustee Leitgeb wanted to discuss options for Short-Term Rentals. Mayor Plummer asked that he send his ideas out to the board.

Trustee Marshall asked if the weigh station on Schoen Place could be rented out for a taco stand during the summer. He also wanted to meet again with Chris Katt from Siemens in August to discuss alternative power, further considering the discussion with Larson Engineering early in the meeting.

Mayor Plummer stated that the D-Day Commemoration held by the town was a great event.

**MINUTES**

**Motion by Trustee Marshall, seconded by Trustee Leitgeb, to approve the March 26<sup>th</sup>, 2024, meeting minutes.**

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

**ADJOURNMENT**

**Motion by Mayor Plummer, seconded by Trustee Marshall, to adjourn the meeting at 8:08 PM.**

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

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Laura Donk, Recording Secretary