

PROCEEDING OF A REGULAR MEETING OF THE VILLAGE

BOARD OF TRUSTEES

September 24, 2024, 5 PM

PRESENT:

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

CALL TO ORDER

Motion by Mayor Plummer and seconded by Trustee Marshall *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 had nothing to disclose.

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 that there was not.

SOUTH AND WOOD STREET UPDATE

The representative from GPI updated the board on the project's current status, including completed plans, an estimate, and a draft specification book awaiting the village attorney's review. Considering the timeline and impact on residents, the board also discussed potentially adding Sutherland to the project. The board discussed authorizing GPI to prepare a bid package, including a change order for additional work, and planned to receive a cost estimate from GPI for subsequent board approval. Coordination with the school year to minimize disruption was also considered.

Motion by Trustee Marshall and seconded by Trustee Cove *to allow GPI to work with the Village Clerk on preparing a change order to present to the board.*

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

CONSIDERATION OF SIGN ORDER FROM SIGN LANGUAGE FOR GATEWAY SIGN REPLACEMENT

Motion by Trustee Marshall and seconded by Trustee Cove *to approve the signage as presented with final clarification on design style.*

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

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
September 24, 2024, 5 PM**

CONSIDERATION OF PURCHASE OF GRAPHIC WRAP- PHOENIX BUILDING JUNCTION BOX

Robert Corby, 7 Washington Avenue, agreed that the Speigel Center picture was best.

The board decided to have the picture cover three sides of the box with just a sepia background on the back side of the junction box.

Motion by Trustee Marshall and seconded by Trustee Cove to approve the use of up to \$2,500 for a three-sided wrap of the electrical box at the four corners using the best available image of the Phoenix building.

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

PARKING CODE UPDATES AND PARKING MAP REVISIONS

Peggy Caraberis, 81 South Main Street, wondered if there could be a public discussion about the parking maps. She expressed concern regarding the private property along Schoen Place and how that would be reflected in the code. She also wanted to know how many parking places had been lost.

Mayor Plummer stated that once the maps have been updated for accuracy, they will be brought before the public for discussion.

Robert Corby, 7 Washington Avenue, thought this was a great opportunity to discuss repainting South Main Street to regain parking spaces.

UPDATE ON GRANT INFORMATION FROM DASNY

Trustee Leitgeb motioned, seconded by Trustee Lanphear, to authorize the clerk to send a commitment letter for the projects before the board in the grant packet minus the audiovisual.

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

Peggy Caraberis, 81 South Main Street, asked what grant was being applied for.

The Village Clerk stated that no grant was currently being applied for; it was received in 2017, and the funds had not yet been used; they were now being repurposed.

Trustee Cove requested that the Village Clerk start tracking complaints regarding the AV issue and would also like statistics on how many people use the meeting links and attend online.

Mayor Plummer also pointed out that the video recordings are also subpar quality.

PUBLIC HEARING- 44 North Main Street, David Jewitt

It was stated that the function would be the same as in past years with no changes.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to open the public hearing regarding the special permit for 44 North Main Street.

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

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
September 24, 2024, 5 PM**

There were no comments from the public.

Motion by Trustee Marshall and seconded by Trustee Leitgeb, to close the public hearing regarding the special permit for 44 North Main Street.

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

Motion by Trustee Marshall and seconded by Trustee Leitgeb to declare the special permit for 44 North Main Street a Type II SEQR minor use.

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

Motion by Trustee Cove and seconded by Trustee Leitgeb to approve the special permit at the dairy by Dave Jewitt.

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

CONTINUED DISCUSSION ON R5 ZONE AND TIMELINE

The board focused on the potential for creating a new zoning category that would better suit the area near the Erie Canal. The current R5 zoning is intended for low-density, pedestrian-oriented residential neighborhoods, while the mixed-use Erie Canal district promotes higher-density, mixed-use development suitable for tourism and business. They considered bifurcating the Erie Canal district into two categories: one for traditional mixed-use and another with a residential bias. This would allow for higher-density residential development while maintaining the historic and walkable character of the area. The board also discussed the need for professional planning assistance to help define this new zoning category and ensure it aligns with the village's vision and comprehensive plan.

Robert Corby, 7 Washington Avenue, would like to see R5 zoning focus on increasing residential density and providing different types of housing while maintaining the historic context and walkability. Mr. Corby also wanted to keep commercial development limited to avoid traffic issues and preserve the village's historic pattern.

PITTSFORD CANALSIDE PROPERTIES SETTLEMENT AGREEMENT DOCUMENTS

Peggy Caraberis, 81 South Main Street, asked if the builder would hire its own building inspector. She also inquired about the village engineer's continued role in the project and whether the planning board would continue to be involved. Ms. Caraberis also asked who would have jurisdiction over the Water Authority's project related to the site.

Mayor Plummer responded that the Board of Trustees would approve the builder-hired inspector, the village inspector would review their findings, and the Board of Trustees would have a final opinion. Scott Harter, the Village Engineer, had already signed off on the project's first phase, and the planning board would only have a role in the project if the builder requested changes in the future.

Robert Corby, 7 Washington Avenue, warned the village to be careful with whichever inspector was picked so the project does not become a liability but an asset.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to allow the mayor to sign off on all provided documents and to deliver this to our building inspector to sign off on and deliver.

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

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
September 24, 2024, 5 PM**

CHARETTE FOR SCHOEN PLACE CANAL PATH

The board decided to plan an onsite board meeting, open to the public, to review the canal path area for potential improvements. The goal was for the trustees to gain a firsthand understanding of the current conditions and identify opportunities for enhancement.

Robert Corby, 7 Washington Avenue, emphasized the importance of respecting the area's historic character. He suggested that improvements should be kept simple and vernacular, maintaining the relationship between the canal bank and the historic buildings, like the flour mill. He also recommended discussing the Secretary of the Interior's rehabilitation standards to ensure that the improvements conform to these standards and enhance the historic context.

The board also considered inviting representatives from the Canal Corp to address questions about erosion and maintenance responsibilities. The intention was to gather insights and proposals from multiple firms for potential improvements, which would then be shared with the public for further input.

An action item was set to have the Deputy Clerk poll the board on possible dates for the onsite meeting.

TREASURER'S REPORT

Motion by Trustee Cove and seconded by Trustee Lanphear to authorize the Village Clerk to move forward on putting out the RFP for the refuse district.

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

The Village Clerk presented vouchers listed in Abstract #8 of the 2024/2025 fiscal year for approval.

Vouchers for approval Abstract #8

• General Fund (#854-#875):	\$ 53,384.45
• Sewer Fund (#857, #875):	\$ 4,215.49
	<hr/> \$ 57,599.94

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

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

Motion by Trustee Marshall, seconded by Trustee Cove, to approve the payment of bills for Scott Harter's work regarding the renovation of the bathroom at DPW using ARPA funds.

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

Motion by Trustee Leitgeb, seconded by Trustee Cove, to use ARPA funds to pay for trash cans to the degree that there are funds left with the village budgeting for any remaining cost.

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

MEMBER ITEMS

Trustee Cove asked about the status of the bench for the bus stop. It was clarified that RTS has specific requirements for the bench due to its location on their property, including weight capacity and ADA compliance. The village may need to accept that this bench could differ from others to meet RTS criteria. The discussion concluded with the need for further research to ensure the bench meets all necessary specifications.

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
September 24, 2024, 5 PM**

Trustee Leitgeb wanted to discuss annotating each agenda item with the member who would bring it before the board to aid in discussion and preparation before the meetings commence. The board agreed that the agenda would reflect the requested change for the next meeting.

Trustee Cove asked to move the hotel tax discussion to the agenda for the next meeting.

Trustee Marshall wanted to accelerate the process to utilize available funding and hire a consultant, possibly Chris Katt, at Siemens. The Village Clerk was directed to contact him and have him attend a board meeting as an agenda item.

Trustee Lanphear inquired about reopening the commemorative brick program as a resident asked after seeing empty places on Schoen Place. An action item was set to reach out to the town about who they use for brick engraving.

EXECUTIVE SESSION

Motion by Mayor Plummer, seconded by Trustee Cove, to enter executive session to discuss an employee matter.

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

Motion by Trustee Marshall, seconded by Trustee Cove to leave executive session.

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

Motion by Trustee Marshall, seconded by Trustee, was to extend Steve Lauth one additional week's vacation starting immediately.

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 7:09 PM.

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

Laura Donk, Recording Secretary