

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

Tuesday, October 12, 2021, at 6:30 PM

**Present:**

**Mayor:** Alysa Plummer  
Lili Lanphear  
Renee Stetzer  
Justin Leitgeb  
Dan Keating - absent  
**Village Attorney:** Jeff Turner  
**Recording Secretary:** Marina Pacheco-Walker

**CALL TO ORDER**

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

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**CONFLICTS OF INTEREST DISCLOSURE**

Board members indicated that they had no conflicts of interest to report.

Mayor Plummer reviewed guidelines for public comment for all participants.

Mayor Plummer read a Certificate of Commendation for DPW member Joan Rule, citing her meritorious conduct during a serious accident involving another DPW colleague.

*Meritorious Conduct*

*On October 1, 2021, Ms. Rule used quick thinking and applied her background in emergency training to come to the immediate aid of a fellow co-worker in a life-threatening situation. The Board of Trustees hereby issues this formal commendation to Ms. Rule and is forever grateful for her actions on that day.*

**Motion by Trustee Lanphear; seconded by Member Stetzer** to make the commendation to DPW member Joan Rule.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**BUILDING INSPECTOR REPORT**

Board members reviewed the Building Inspector report prior to the meeting and had no questions. The Building Inspector reported on the damage done to several village trees during RG&E initiated tree trimming. Subcontractor Arnold's Tree Service mistakenly cut down one Village tree and compromised several others. The Building inspector suspended all their trimming activity until there was an evaluation of all the damaged trees.

Building Inspector also requested that weekly Covid testing take place on Monday mornings, commencing on October 18.

**Motion by Trustee Lanphear, second by Trustee Stetzer** to amend previous resolution to reflect testing taking place on Monday mornings commencing on October 18, 2021.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

Building Inspector reported that all permits from 2019 have been closed out.

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**DPW REPORT**

Board members reviewed the DPW report prior to the meeting.

In response to resident questions regarding placement of Speed Sentries, DPW Superintendent explained that they are moved throughout the village on a regular, pre-determined route. DPW Superintendent addressed concerns regarding sidewalk repairs, he cited concrete delivery delays and short staffing; noted that as soon as concrete is delivered repairs will commence.

DPW Superintendent requested repair authorization for loader truck.

**Motion by Trustee Leitgeb, second by Trustee Stetzer** to approve repairs for loader truck.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

Subsequent to agitator failure at Woodcreek Pump Station, DPW Superintendent authorized replacement; is in process of reviewing further improvements.

DPW Superintendent reported that new employees are being sought, which prompted general discussion of DPW pay rates.

**Motion by Trustee Lanphear second by Trustee Stetzer** to authorize labor attorney to prepare a Memorandum of Understanding for the Union, indicating intent to offer new employees starting pay between \$16-\$17/hour.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

Stipend of \$100 agreed upon for DPW employee to cover on-call responsibilities in absence of DPW Superintendent and DPW Foreman.

**PUBLIC HEARING FOR SHORT TERM RETAIL BUSINESS AT 44 NORTH MAIN STREET –  
David Jewett**

The Building inspector informed the Board that this was the 14<sup>th</sup> annual request to conduct outdoor sales of Christmas trees, wreaths, and crafts.

**Motion by Mayor Plummer, second by Trustee Stetzer,** to open the public hearing for the short-term business permit to be located at 44 North Main Street to conduct outdoor sales.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

*Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees, at a meeting on Tuesday, October 12, 2021, at 7:00 PM at the Village Hall, 21 North Main Street, Pittsford, NY, to consider an application for a short-term business permit to be located at 44 N. Main Street by David Jewett to conduct outdoor sales of Christmas trees, wreaths, and crafts. If the meeting is unable to be held due to the Coronavirus pandemic it will be held on Tuesday, October 12, 2021, at 7:15 PM per video conferencing link identified.*

*Pursuant to the State Legislature Chapter 417 of the Laws of 2021 the Village Hall will be closed to the public during the Board of Trustees Meeting. The Members of the Village Board will be present at Village Hall or participating from their respective homes for this public hearing via video conference. If a Board member is participating from home, that home will be closed to the public as well for the reasons stated above.*

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*The public will be able to participate in the public hearing via comments submitted through the video conferencing link identified on the Village website and Facebook page.*

**Motion by Trustee Stetzer, second by Trustee Leitgeb**, to close the public hearing for the short-term business permit to be located at 44 North Main Street to conduct outdoor sales.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**Motion by Trustee Leitgeb, second by Trustee Lanphear** to approve application with same conditions as in past approvals.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**APPLICATION FOR 44 RAND PLACE – Gabions**

After three years under review, project framework to replace failing gabions along Rand Creek at 44 Rand Place is established. Cost of initial installation to be split between residents and Village. Engineer and Rand Place residents have agreed upon easements that will allow the Village rights to future maintenance; Village Attorney and Village Engineer to craft the pertinent document. Determination of Type of Action remains outstanding. Cost for gabions replacement covered by ARPA funding, and/or sewer fund. Construction timeline and contractor selection to be determined.

**DISCUSSION: VILLAGE BOARD RULES OF PROCEDURE**

Draft Rules of Procedure prepared by Trustee Leitgeb. Guidelines for public comment previously adopted added to Village specific details and incorporated into boilerplate NYCOM guidelines. Discussion tabled until next meeting to allow participation of Village Clerk.

**TREASURER’S REPORT**

The Deputy Treasurer presented Vouchers listed on Abstract #12 of the 2021/2022 fiscal year for approval.

**Vouchers for approval – Abstract #12**

- General Fund (#216-#232, #234-#245, #247-#250): \$24,349.24
- Sewer Fund (#233, #242, #246): \$ 3,316.61
- Total Vouchers for approval: \$27,665.85**

**Motion by Trustee Stetzer, second by Trustee Lanphear** to approve presented vouchers, including Voucher #226 pending review.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**VILLAGE CLERK REPORT**

Deputy Clerk noted several calls by residents who did not receive tax bill. Mayor to follow up with Deputy Clerk and Treasurer.

**CLIMATE SMART RESOLUTION**

Trustee Leitgeb proposed enrollment in NYS Climate Smart Program, with future aim to become certified as Climate Smart community, as identified in Village Comprehensive Plan.

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**Motion by Trustee Leitgeb second by Trustee Stetzer** to adopt Climate Smart Resolution for the Village of Pittsford,.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**MEMBER ITEMS**

Marijuana Legalization Updates: inquiry made to Board of Elections regarding possibility of referendum taking place in March. No response as yet.

Request for Crossing Guard at Monroe/Sutherland Intersection: This site long identified as area of increasing safety concerns. Volunteer group to be formed to assist with crossings. Application expected at next meeting for possible non-municipal use permit.

Compost: Scheduling Workshop with Educator. Agenda to be prepared for Public Meeting Workshop on November 10, at 6:30PM. Backup date: November 17.

DPW has installed two benches, one at the Library and one on State Street in Memory of Marguerite Rose. Boy Scouts to be contacted to inventory benches and polish brass plaques. Ann Hartsig bench to be brought into foyer at Village Hall.

NYS DOT Virtual Open House Thursday, re: replacement of decking on North Main Street bridge. Trustee Stetzer, DPW Superintendent, Mayor Plummer, and emergency rescue responders to meet with NYS DOT regarding pedestrian refuge islands on North Main Street to discuss design. 44 Rand Place project also to be discussed. Trustee Stetzer recognized the time and effort Mayor Plummer devoted to DPW staff during a difficult week.

**PUBLIC COMMENTS**

None

**EXECUTIVE SESSION**

**Motion by Mayor, second by Trustee Stetzer** to enter executive session for an HR matter.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**Motion by Mayor, second by Trustee Stetzer** to re-enter regular meeting.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**Motion by Mayor, second by Trustee Lanphear** to take immediate action to hire part-time temporary office position and to post the Deputy Clerk position.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

**ADJOURNMENT**

**Motion by Mayor, second by Trustee Stetzer** to adjourn meeting 9:15 PM.

**Vote:** Plummer – yes; Lanphear – yes; Stetzer – yes; Leitgeb – yes. *Motion Carries.*

Question Report

Report Generated:

12/21/2021 17:25

Topic	Webinar ID	Actual Start Time	Actual Dur	# Question		
Village Board Meeting	812 5802 2980	10/12/2021 18:12	176	1		
Question Details						
#	Question	Asker Name	Asker Email	Answer(s)	Question Time	Answered Time
1	Will the Village also be advocating for other streets aside from Main Street? Stonegate was scalped last week by Arnold.	Christina Mulé, Ph.D. (University of Rochester)	christina_n	live answered	10/12/2021 18:43	10/12/2021 18:44