

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES

Thursday, May 12, 2022, at 6:30 PM

PRESENT:

Mayor: Alys Plummer
Trustees: Dan Keating
Lili Lanphear
Renee Stetzer
Justin Leitgeb
Recording Secretary: Dorothea M. Ciccarelli

CALL TO ORDER

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

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes Leitgeb – yes. *Motion passed.*

CONFLICTS OF INTEREST DISCLOSURE

The Board members indicated that they had no conflicts of interest to report. Trustee Lanphear did inform the Board that she has a relationship with the company's owners, that has provided a bid on the 2022 CIPP Contract.

BUILDING INSPECTOR REPORT

The Building Inspector reviewed his report with the Board. Trustee Keating questioned the Building Inspector about his study on lot coverage in the State Street Neighborhood area. He had determined the average lot coverage was over by 39% related to impervious surface in the residential area. The Inspector informed the Board that this study was related to an addition requested in the neighborhood. He reviewed the requirement by code for the coverage to be less than 25%. He informed the Board that most of the neighborhoods he has surveyed have been over that percentage.

DPW REPORT

The Superintendent questioned the Board if they had any questions about his report. The Superintendent informed the Board that summer hours had begun last week. He told the Board that the upcoming Bridge closing would impact the travel times for the department.

Trustee Leitgeb questioned the tree inventory in the Village if it has been updated with the recent tree removals. The Superintendent stated that it would be updated to reflect all the tree removals. Trustee Leitgeb questioned why the Arboretum is not on the clean-up list for the parks. The Superintendent stated that would be addressed further along in the meeting.

The Superintendent spoke to the Board about a utility work agreement that has been requested for all the upcoming work being completed by the NYSDOT contractor. He had forwarded the information to the Village Attorney for his review to be discussed at the next meeting.

The Superintendent presented the letter of intent for the Rochester Paint Center Inc. This letter of intent is done the same way we completed with the Tool cat. To preserve the best price for the purchase in the upcoming budget year.

Motion by Mayor Keating and seconded by Trustee Stetzer to approve the letter of intent for the Rochester Paint Center for the purchase of the paint sprayer.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes Leitgeb – yes. *Motion passed.*

TREASURER'S REPORT

The Village Clerk presented vouchers listed in Abstract #26 of the 2021 / 2022 fiscal year for approval. A motion was made by Trustee Keating, seconded by Trustee Leitgeb, to approve payment of the vouchers listed on Abstract #28 in the amounts stated below and to charge them to the appropriate accounts.

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Vouchers for approval – Abstract #26

• General Fund (#608-632, 634-645)	\$48,955.09
• Sewer Fund (#629, 633):	<u>\$ 1,460.53</u>
	\$48,955.09

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes Leitgeb – yes. *Motion passed.*

The Village Clerk reviewed with the Board the January Financials and informed the Board that she would be presenting the necessary budget transfers with the February Financials.

Motion by Mayor Keating and seconded by Trustee Stetzer to accept the January Financial Statements.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes Leitgeb – yes. *Motion passed.*

CLERK’S REPORT

The Clerk discussed the Village Office and requested the Board approve summer hours. The office would close on Fridays at 1 PM. The staff would work extra hours during the week or use benefit hours to make up the time.

Motion by Trustee Stetzer and seconded by Trustee Lanphear to authorize the Village Office to have summer hours from June 1, 2022, thru September 1, 2022.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes Leitgeb – yes. *Motion passed.*

TROWBRIDGE WOLF MICHAELS ARCHITECTURE STUDIO PRESENTATION

John Reddington, Landscape Architect with Trowbridge Wolf Michaels Architecture Studio, reviewed with the Board recent work completed with the Village of Fairport and how it might be applicable to the Village of Pittsford with updates along the canal. He reviewed the process the company would take and the grant funding opportunities for the Village.

DPW, CODE ENFORCEMENT, AND VILLAGE ENGINEER ARBORETUM UPDATE

With the help of the DPW Superintendent and Village Engineer, the Building Inspector reviewed the history of the work completed at the Arboretum, impacts, and steps yet to be completed. A discussion was had safety concerns for the public and the remediation needed. The Village Engineer also reviewed the steps being taken and the status of the survey of the property. It was hoped that the remaining closed section of the Arboretum would be reopened in the next couple of months.

Frank Caccamise, Wanted to encourage everyone to push aside the history with the Arboretum. He agreed that a survey and plan for the property should be put together. He thought it was important for the Board to determine who would put together a plan for the property. Furthermore, he hoped everything would move forward positively.

The Clerk informed the Board that there had been a problem with the PowerPoint slides online and that she would post the PowerPoint to the Village Website for the public’s viewing.

Margaret Caraberis, 81 South Street - This "parkland" was a part of the current comprehensive plan, which was reviewed under SEQRA by the then Board of Trustees. As far as a Type 2 SEQRA determination as a forest, why doesn't this board tonight declare it a type 2 action?

Robert Corby, - 7 Washington Avenue – Commented that the whole point of the Arboretum is to encourage walking and preserve the area and its natural features as a wildlife sanctuary. He thought a parking lot would contradict the plans for the site. He indicated that there were other options for parking and was concerned with the removal of trees in the area.

The Superintendent informed everyone that the request was for 4-5 parking spaces that would use millings to produce and would not require the removal of trees. This was requested due to the public parking on the DPW property.

Frank Caccamise – Commented that there seems to be a lot of misinformation and hearsay; it is very clear that a planning group needs to be put together for the property.

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Claire Bucanne – Questioned if the Arboretum would still be called the Robert C. Corby Arboretum and Wildlife Preserve. The mayor confirmed that was the name designated.

FRIENDS OF THE ARBORETUM

June Reeves, 56 Heatherhurst Drive, represented the Friends of the Arboretum, who would like to be involved and support the Arboretum and its goals of the Arboretum. The group can provide many experts on trees, sanctuaries, wildlife, and invasive species. A number of the members are certified master plant gardeners and members of the Garden Club of Pittsford. They would like to be a part of the plan and move it forward positively. They provided a handout to the Board. Likewise, they wanted to help the Village by organizing volunteer working parties. They would like to have weeding parties to assist the native trees and shrubs in the area. They were looking for signage for the area as well. The Garden Club of Pittsford has provided funds for signage for the site. They are not sure where the funds stand at this current time. They requested that the South Trail be opened, and they wanted to tag trees with identifications. The group indicated that they do not feel that their skills and willingness to help have been utilized. Ms. Reeves stated that the Friends of the Arboretum and Pittsford Garden Club should be a part of the development of the master plan for the area.

The Clerk was questioned regarding the funds that were received and the status of the funds. The Clerk stated that the funds have been designated and are available for use when the Board determines to use the funds for signage.

The mayor stated that the Board wants to work with everybody. This is the last piece of vacant land where we can do something special. She noted that the time is suitable for the groups to come together and start planning for the area.

It was clarified with the group that volunteers working in the arboretum needed to be a limit of 20 persons and to notify the Village Clerk ahead of the date.

Trustee Leitgeb wanted to move forward with some of the initiatives of the Group, such as the weeding and tagging of trees and trash from the Arboretum.

After discussion, it was determined that the group could work in all areas of the Arboretum except for the area that had been closed. The DPW would be caring for the area and moving towards cleaning up the site so that it can be opened to the public.

Robert Corby, 7 Washington Avenue – Requested that the mulch pile be removed and the Village continue mitigating the knotweed. As well as another invasive removal along the bank.

Frank Caccamise - Questioned whom they should contact to inform that they will be working at the Arboretum. He was told they should reach out to the Village Clerk.

Margaret Caraberis, 81 South Street - Have all the no trespassing signs been removed from the Arboretum. The signs are only indicative of the area that has been closed.

Motion by Trustee Stetzer and seconded by Trustee Lanphear to allow the Friends of the Robert C. Corby Arboretum and Wild Life Sanctuary and any volunteers to care for the open areas of the arboretum, keeping to 20 volunteers per event and coordination with the Village Clerk.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb - yes. *Motion passed.*

Motion Trustee Leitgeb and Seconded by Trustee Lanphear that the hay bales and mulch pile be removed from the Arboretum.

Vote: Plummer – no, Lanphear – yes, Keating – no, Stetzer – no, Leitgeb - yes. *Motion failed.*

FIVE MINUTE ADJOURNMENT

Motion Trustee Keating and Seconded by Trustee Lanphear to adjourn for 5 minutes.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb - yes. *Motion Passed.*

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Motion Mayor Plummer and Seconded by Trustee Keating to continue the meeting.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. *Motion passed.*

ARBORIST REPORT – 38 BOUGHTON AVENUE

The Superintendent of Public Works reviewed with the Board the Arborist report received for the tree at 38 Boughton Avenue. The Board discussed the cost of remediating or removing the tree. A discussion was had on the need to monitor the tree with remediation.

Motion by Trustee Keating and seconded by Trustee Leitgeb to authorize remediating the tree at \$3,500.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. *Motion passed.*

CIPP BID CONTRACT AND BID AMENDMENT

The Board received the bid results; the Village Superintendent suggested that the bid be rejected and rebid to allow the bid documents to be amended to enable piggybacking. This would also allow the Town of Pittsford to use the bid. A discussion was had that, in addition, it would provide an opportunity to receive more than one bid on the project.

Motion by Trustee Stetzer and seconded by Trustee Leitgeb to reject the recent bids received for the 2022 CIPP Sewer Lining Contract and to rebid the project with the recommended changes with project bids to be received by June 9, 2022, at 9:30 AM

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. *Motion passed.*

HEAT SMART CAMPAIGN

Trustee Leitgeb reviewed the Heat Smart Campaign with the Board. A discussion was held on the program's benefits for the Village residents. The Board also received the Golisano Institute for Sustainability report on the Energy Assessment of the Village Hall.

Motion by Trustee Leitgeb and seconded by Trustee Stetzer to adopt the program and partner with the Town.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. *Motion passed.*

NYSDOT EASEMENT PAPERWORK

The Village Attorney informed the Board that the NYSDOT is taking pieces of two pieces of property in the Village one piece of the property, the Village has a monument, and the other, we have a bench. The NYSDOT is looking for the Village's agreement, and we will not be making any claim. They will be replacing the monument and the bench.

Motion by Trustee Stetzer and seconded by Trustee Keating to authorize the mayor to sign the easement document.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. *Motion passed.*

UPDATE ON THE N. MAIN STREET BRIDGE PROJECT

The Superintendent indicated that the NYDOT is currently working and is anticipating another eight weeks of work. The trail under the bridge will be open when NYSDOT is not working on the Bridge. The Chamber of Commerce is hosting an information event on closing the N. Main Street Bridge Project.

CUSTOMER SATISFACTION SURVEY

Trustee Stetzer discussed the goals of the survey. She sent out to the Board a rough draft for their review. She wanted to know if the Board still wanted her to continue and was looking for feedback. The mayor indicated it should be no more than five questions and a comment section. The survey would be for all Boards. The mayor would be passing on more information to Trustee Stetzer.

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Trustee Keating was concerned that we would be getting good feedback and thought the village-wide survey done previously provided the Village with necessary information. Mayor Plummer thought the previous study focused on other aspects and not the same areas the proposed survey would cover.

The discussion was had on the purpose of the survey. Trustee Lanphear commented that we should designate who is receiving the survey results and report to the Board and the action items from the Board.

Robert Corby, 7 Washington Avenue – Suggested that the Board talk to Bill McBride for perimeters for effective feedback.

CODE UPDATES

Trustee Keating suggested that the Village Board start on the existing list of proposed code updates. Trustee Leitgeb commented that they are primarily corrections that need to be completed. The Board requested that the Building Inspector send out his list so that they could move forward.

FORMAL STAFF REVIEWS

The Clerk informed the Board that she and the Superintendent would be starting the process; we are currently looking for a good review document. We will be kicking off in the next few months. The Board would pass on any forms they used in the past.

MINUTES

Motion by Trustee Stetzer and seconded by Trustee Leitgeb to approve the Village Board Budget Meeting minutes of March 28, 2022, as amended.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb - yes. *Motion passed.*

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to approve the Village Board Budget Meeting minutes of April 4, 2022, as amended.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb - yes. *Motion passed.*

Motion by Trustee Keating and seconded by Trustee Lanphear to approve the Village Board Regular Meeting minutes of April 11, 2022.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – abstain, Leitgeb - yes. *Motion passed.*

NON-MUNICIPAL PERMIT

The Clerk requested approval for the Frog House to conduct their Scavenger Hunt on May 28, 2022, and waived the 45-day waiver.

Motion by Trustee Stetzer and seconded by Trustee Leitgeb to waive the 45-day notice and approve the non-municipal permit for the Frog House to conduct the Scavenger Hunt on May 28, 2022, with the condition that they notify the immediate neighbors.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – abstain, Leitgeb - yes. *Motion passed.*

MEMBER ITEMS

Trustee Leitgeb commented to the Board that he had come across an email from Trustee Keating to the Board of Education. He expressed concerns about correspondence not honoring the compact between the Village and the Town of Pittsford and the School District. He indicated that the Board should have had an opportunity to review whether we think that this communication does concur with the town, village, and school board compact, or if it does not really reflect our values, or alternatively if we need to step back from the compact. He requested that it is placed on an agenda.

Trustee Plummer expressed concerns and suggested that this item be spoken with the Village Attorney.

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Trustee Keating stated that he has four points that I'm going to read Justin's comments one, I am in favor of more direct, professional, and friendly collaboration between the Village Board of Trustees and Pittsford School Board and the Town of Pittsford. The rest of the Trustees were not copied on an email, and in no way did I insinuate it was anyone but me asking these questions. Number three, if I think I can help 100 times out of 100, I will use my platform and privilege to speak up on behalf of black people being mistreated. Trustee Keating expressed concerns about racism in the response and behaviors.

Trustee Leitgeb indicated he would be open to an attorney-client session on the issue. He further questioned the security cameras that were installed at Village Hall. The clerk confirmed that the cameras were in place and had been approved in the budget. Trustee Leitgeb questioned the policies surrounding the cameras. There was concern on notification to the Board surrounding the installation.

The Clerk reviewed the system, which the Clerk and the DPW Superintendent monitor.

The discussion was had on the system's audio, and it was decided that the audio be turned off. Trustee Leitgeb requested that the item be placed on a future agenda to discuss the cameras' policies.

PUBLIC COMMENT

Robert Corby, 7 Washington Avenue – Questioned the Mayor if the Seneca Zoo Society would conduct a site visit at the Arboretum. Did they do the site visit? Is there a report? The mayor informed him they did a verbal report at a meeting and never followed up with a hard copy. She would follow up with them. He questioned the mulch pile. The mayor explained that it was for the mitigation of invasive. He also discussed that the 10 acres were determined with the help of GIS.

ADJOURNMENT

Motion by Mayor Plummer, and seconded by Trustee Lanphear, to adjourn the meeting at 10:05 PM.

Vote: Plummer – yes, Lanphear – yes, Keating – yes, Stetzer – yes, Leitgeb – yes. Motion passed.

Dorothea M. Ciccarelli, Recording Secretary