

# VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



*Village Hall ca 1855 (remodeled 1937)*

## Village of Pittsford Board of Trustees Meeting February 12, 2019 7:00 PM

### Tentative Agenda

#### Board Member - Conflict of Interest Disclosure

#### Meeting Items

1. Hot Water Heater Grant - Al Herdklotz
2. Pittsford Crew – Non-municipal Use Permit
3. 2019 Food Tours, Flower City Food Tours – Non-municipal Use Permit
4. Town of Pittsford Collection Program
5. Sewer Connections
6. TY Lin Proposal
7. Dolce Cupcakery
8. Member Items
  - a. RFP CCA Administration
  - b. Historic Pittsford Memorial Day Event

#### Department Reports

1. DPW Report
2. Building Inspector Report
3. Village Attorney
4. Treasurer's / Village Clerk Report
5. Minutes
6. Executive Session Real Estate Negotiations

Next Scheduled Meeting – February 26, 2019

\*Subject To Change Without Notice

Village Board Meeting  
February 12, 2019

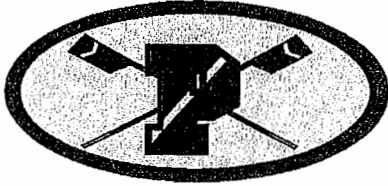
Meeting Items  
Agenda Item 1

Hot Water Heater Grant American Legion

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 2

Pittsford Crew Non-municipal Use Permit



**PITTSFORD CREW** P.O. Box 331, Pittsford New York 14534  
Boathouse # (585) 381-9560 Email [www.pittsfordcrew.org](http://www.pittsfordcrew.org)

January 21, 2019

Board of Trustees  
Village of Pittsford  
21 North Main Street  
Pittsford, New York 14534

Trustees,

JUN 23 19 PM 1:13  
VILLAGE OF PITTSFORD

We request that Pittsford Crew be issued a Non-Municipal Use Permit for this year's 22<sup>nd</sup> annual Pittsford Regatta, scheduled to run Saturday, May 25 & Sunday May 26, 2019. A certificate of insurance naming the Village as an additional insured party will be provided for the dates of the event.

We will work with the DPW managers to arrange the staging for this event. We will also contact the building owners from the adjoining office buildings to make sure that we meet their requirements. Additionally, we are working closely with the Town of Pittsford to collaborate with their Paddle and Pour Festival which occurs on Saturday, May 25th.

Also, we anticipate that participating crews will arrive sometime on Friday, May 24th and may want to practice on the canal that afternoon.

If there is anything else that you require from Pittsford Crew, please feel free to contact me.

Very truly yours,

David Wiant  
Pittsford Crew, Regatta Director  
[dwiant.pcrew@gmail.com](mailto:dwiant.pcrew@gmail.com)  
585.330.0033

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 3

2019 Food Tours, Flower City Food Tours  
Non-municipal Use Permit

**2019 Food Tours**

Cheri Davenport [cheri@pittsfordfoodtours.com]

Sent: Friday, January 18, 2019 11:13 AM

To: Village Clerk

Hi!

I am touching base to see if you could send me a permit application for my food tours in Pittsford for 2019. I also was hoping to get on the schedule to come before the board regarding this. Tours will begin late spring...weather permitting we hope to launch the first week in May. Wasn't sure what the time frame was for me to begin the application process.

Thanks!

--

Cheri Davenport  
Flower City Food Tours  
585-415-2656

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 4

Town of Pittsford Collection Program

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 5

Sewer Connections



Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 6

TY Lin Proposal

February 4, 2019

Village of Pittsford  
South Main Street  
Pittsford, NY 14534

ATTN: Dorothea Ciccarelli

RE: Copper Leaf Brewing Company  
Building G, Northfield Commons

Dear Dorothea:

In response to your request, we are pleased to present this proposal for code compliance services associated with the subject project. This project will involve the renovation of a single story building, 1,638 square feet in area. Included in the project will be the removal of the existing roof and replaced with new trusses, the removal of the interior floor slab and interior walls and the build-out of the interior for a brewery and tasting room. Please note that no Plumbing, HVAC or Electrical plans have been submitted for this project. We will account for the time in our proposal we feel will be required to complete their review once they have been submitted to the Village.

### **Scope of Services**

#### **TASK I – Plan Review and Permit Document Phase**

Individual tasks anticipated to be performed by T.Y. Lin International (TYLI) during this phase include:

- Review stamped final design drawings and construction documents
- Preparation of a code compliance narrative report
- Recommendations on the issuance of a building permit

#### **TASK II – Additional Services**

Individual tasks that may be performed by TYLI during this phase might include:

- Review of additional documentation submitted to the Village
- Review re-submittal of drawings and construction documents
- Periodic consultation and response to inquiries
- A meeting with the design professional of record if requested

### **FEE ESTIMATE**

We propose to provide all services described in our scope of work for Task I on an hourly basis at the billing rates previously approved by the Village, for a fee not to exceed **\$3,495**.

Fees for work associated with Task II will be performed on an hourly basis per the hourly rates indicated in the fee table below, as needed.

Anticipated Staff Participation and Fee Estimate for Task I

Task Element	Technical Director	Code Compliance Tech
Review Architectural Dwgs	1	12
Review of Site Dwgs		1
Review of MEP Dwgs		4
Energy Code Review		3
Tabular Checklist Preparation		2
Report Preparation	1	3
Periodic Consultation	2	
Total Anticipated Hours	4	25
Billing Rates/ hour	\$155.00	\$115.00
Estimated Cost	<b>\$620.00</b>	<b>\$2,875.00</b>

Our analysis and written reports will encompass code compliance based on the New York State Uniform Fire Prevention and Building Code, 19 NYCRR, Chapter XXXIII, Sub-Chapter A, specifically:

- Part 1221 - International Building Code - 2015 w/ 2017 NYS Supplement
- Part 1227 - International Existing Building Code - 2015 w/ 2017 NYS Supplement
- Part 1222 - International Plumbing Code - 2015 w/ 2017 NYS Supplement
- Part 1223 - International Mechanical Code - 2015 w/ 2017 NYS Supplement
- Part 1224 - International Fuel Gas Code - 2015 w/ 2017 NYS Supplement
- Part 1225 - International Fire Code- 2015 w/ 2017 NYS Supplement
- Part 1240- International Energy Conservation Construction Code-2015 w/ 2016 NYS Supplement

NFPA National Fire Codes, specifically:

- NFPA 72 - 2013 - National Fire Alarm Code
- NFPA 13 - 2013 - National Fire Sprinkler Code

Other reference standards as may be applicable, including but not limited to:

ICC/ANSI A117.1 - 2009 Standard for Accessible and Usable Buildings and Facilities  
2010 ADA Standards for Accessible Design

**Assumptions and Clarifications to the Agreement**

Based on our understanding of our role in this project, we have listed below certain assumptions used to develop our scope of work and our fees.

1. Review of specific structural, mechanical system design or means and methods is beyond this scope of work. Reference in our reports to structural, mechanical, fire detection, fire suppression, electrical, plumbing and conveying systems and features relate only to their omission or inclusion as required by applicable codes and standards, and not to the specific design elements, unless specifically stated otherwise.

**Payment**

TYLI will invoice you on a twice monthly basis. Progress payments will be due within 30 days of the submission of our invoice. Our total fee will become due and payable upon completion of our scope of services and delivery of documents to you, regardless of whether any end user has deemed our methods or content to be of value or whether you have received payment in kind from the applicant.

If you are in agreement with this proposal, kindly sign below indicating your notice to proceed and acceptance of the conditions stated herein per our term agreement. We will commence work when we have received the signed proposal.

Sincerely,  
T. Y. Lin International



Wm. Scott Copp  
Technical Director, Codes Group  
NYS Reg. No. 0889-7359B

**Accepted by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 7

Dolce Cupcakery

Village Board Meeting  
February 12, 2019

Meeting Items  
Agenda Item 8

Member Items

Village Board Meeting  
February 12, 2019

DPW Report

Village Board Meeting  
February 12, 2019

Building Inspector Report



Village Board Meeting  
February 12, 2019

Village Attorney

Village Board Meeting  
February 12, 2019

Treasurers / Village Clerk Report

- Bill Pay

February 12, 2019

Minutes

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
January 8, 2019, 7:00 PM**

Present	
Mayor:	(Absent)
Trustees:	Lili Lanphear Frank Galusha Margaret Caraberis Dan Keating
Village Attorney:	Jeffrey Turner
Treasurer:	Mary A. Marowski
Recording Secretary:	Cara R. Farrell/Mary Marowski

**CALL TO ORDER**

**Motion by Trustee Lanphear, seconded by Trustee Galusha, to call the meeting to order at 7:00 PM.**  
Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE**

Trustee Lanphear asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. None were reported.

**JOHN STEINMETZ - REVIEW OF SPG REASSIGNMENT CONTRACT**

Mr. Steinmetz has recently joined the firm, Banton & Loguidice. His contract with the Village needs to be re-assigned to the new firm to satisfy legalities. The Board had discussed John Steinmetz's revised contract and had authorized Mayor Corby or Deputy Mayor Lanphear to sign the new updated contract.

**Motion by Trustee Keating, seconded by Trustee Caraberis, to authorize the Mayor or Deputy Mayor to sign the contract for John Steinmetz.**

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**DRAINAGE PIPE LOCATED AT 75 MONROE AVENUE**

Village Engineer, Scott Harter, discussed his observations of the pipe both before and after its replacement. He discussed the Village's role regarding MS4 (Municipal Separate Storm Sewer System). Mr. Harter stated that there is no significant ponding after the restoration of water flow. The applicant admitted to plugging the pipe. CSX took responsibility in hitting the pipe. In regards to environmental contamination, there was no crew exposure.

Planning and Zoning Board Member, Susan Lhota, noted that Condition 3, which was to restore the previous flow of water in the pipe, had been met to the satisfaction of the Planning and Zoning Board. Consultant John Dunkel was obtained to evaluate the drainage pipe issue. Village Green has been restored.

Mr. Harter suggested using the Village Code to enforce the issue. He suggested beginning by notifying the tenant of the problem. If there is a safety aspect to the problem, that must be made public. He further stated that 75 Monroe is a Brownfield and that the storm sewer structure is in place. This should be made accessible for the DPW to go on the property at the manhole. It was suggested that a camera be run through the manhole to access any further issues. Dredging the pond at Village Green was also recommended. The system currently is not dedicated to the Village, therefore prohibiting the Village's accessibility. It was suggested that an easement be obtained. Mr.

Harter suggested that the Village seek attorney advisement in this matter, notify the affected parties, and obtain letters from a geo-technician.

### **DISCUSSION OF PROPOSED VILLAGE SURVEY**

The Village Board is seeking to mail out a village-wide survey on a variety of subjects that originated from a workshop earlier this year. Trustee Lanphear asked the Board if there was anything to discuss at this time. They deferred the discussion to Monday, January 14<sup>th</sup>.

### **REVIEW SCHEDULE FOR TRUSTEE MEETINGS**

Trustee Keating wanted to confirm the January 15<sup>th</sup> code review and other meeting commitments the trustees were obligated to.

### **MEMBER ITEMS**

Trustee Keating asked how code enforcement is being handled due to the lack of a building inspector.

Trustee Keating also announced the upcoming Martin Luther King Jr. celebrations that were being observed around the Village. He encouraged the trustees to attend these events.

Trustee Galusha read the statement from Village Attorney, Chuck Malcomb, referencing the most recent court decision regarding 75 Monroe.

Trustee Caraberis reported on the continued development of the interactive map of parking spaces with the help of Michelle Debyah from the Town of Pittsford's GIS Department. Trustee Caraberis also mentioned that DPW Superintendent, Zack Bleier, and Katie Moran are continuing their work at compiling the required information.

Trustee Lanphear is working on a business inventory. Sophie Bennett is helping her to collect this information.

### **ATTORNEY CLIENT SESSION**

**Motion by Trustee Lanphear, seconded by Trustee Keating,** to enter attorney client session.

Vote: Lanphear – yes, Galusha – yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** to exit attorney client session and to re-enter regular session.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

### **DEPARTMENT REPORTS**

#### **DPW**

An affidavit regarding an accident that took place near Via Girasole on Schoen Place was presented for the Board's review and signature. The accident took place on privately owned property.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** to authorize the Mayor to sign the affidavit regarding the accident on Schoen Place after reading the affidavit to the public.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Mr. Bleier noted holiday decorations have been taken down and Christmas trees are still being picked up. Trustee Galusha mentioned the use of Facebook regarding notifying the public of correct placement for such refuse collection.

Mr. Bleier requested funding for the NYS DEC 4-hour Erosion Certification to become SMO (Stormwater Management Officer) for the Village.

**Motion by Trustee Caraberis, seconded by Trustee Lanphear,** to authorize \$100.00 payment for classes to support Mr. Bleier’s certification through NYS DEC.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Mr. Bleier also requested additional training in Stormwater Management.

**Motion by Trustee Caraberis, seconded by Trustee Keating,** to authorize the payment for all four Western NY Stormwater Management Trainings (SWPPP) classes at \$100.00 per session.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Trustee Galusha mentioned his previous discussion with Mr. Bleier about attending code enforcement training. The topic will be revisited at the next board meeting.

**VOTING RESOLUTION**

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** that there shall be no Village Registration Day for the March 19, 2019 election.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** that the polling place for the Village Election shall be the Village Hall, 21 North Main Street, Pittsford New York and that the polls will be open from 12:00 PM to 9:00 PM that day.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**BUILDING INSPECTOR**

Village Treasurer, Mary Matowyski, updated the Board on the needed inspections. She also shared that Mayor Corby authorized the use of T.Y. Lin’s services in the interim. She further stated that the general services agreement had expired and needed to be renewed.

**TREASURER’S REPORT**

The Treasurer presented the vouchers for approval and to charge them to their appropriate accounts.

General Fund (#418-#464):	\$50,663.13
Sewer Fund (#454):	\$ 102.69
Total Vouchers for Approval	\$50,765.82

**Motion by Trustee Keating, seconded by Trustee Lanphear,** to authorize the payment of the bills and to charge them to their appropriate accounts.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

The Treasurer presented information provided by our insurance broker, Gary Wilkins, and reviewed by our Village Clerk, Dorothea Ciccarelli, regarding increased premiums for New York State Disability Insurance. By slightly increasing the premiums, a greater benefit would be provided to the Village’s employees. Mr. Wilkins and Village

Clerk, Dorothea Ciccarelli, had discussed this benefit and had agreed this would be an appropriate upgrade to our current insurance. Ms. Marowski requested that the Board approve the suggested change of premium from \$170 to \$255.

**Motion by Trustee Galusha, seconded by Trustee Keating**, to approve the change noted above in New York State Disability Insurance Coverage.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

## EXECUTIVE SESSION

**Motion by Trustee Lanphear, seconded by Trustee Galusha**, to enter executive session to discuss employee matters.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Trustee Lanphear, seconded by Trustee Galusha**, to exit executive session regarding the discussion of employee matters.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

It was stated that DPW employee, Doug Yaeger, has successfully completed his six-month status as a probationary Working Foreman. The Board agreed to promote him to the permanent status of Working Foreman.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis**, to promote Doug Yaeger to permanent status as Working Foreman.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

DPW employee, Steve Farrell, was due to a rate change of \$17.50/hour effective January 1, as discussed at his interview.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis**, to honor the rate increase to \$17.50/hour as discussed at his initial hire.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

In a review of the compensation schedule as set forth in the Teamsters Union contract, it was noted that DPW employee, Thomas Rinaldo, would not be eligible to obtain a rate increase for over a year. In a discussion of this situation and in consideration of the federal wage increases, the Board agreed to increase Mr. Rinaldo's hourly rate to \$13.50/hour, effective January 1, 2019, with the condition of successful completion of his CDL. He is currently scheduled for CDL testing in March. Once this is completed, it would afford Mr. Rinaldo the ability to move to the next level as outlined in the union compensation schedule.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis**, to the increase Mr. Rinaldo's wage to \$13.50/hour with condition that he obtains his CDL. No further rate change would be given for successful completion of the CDL based on the early receipt of the rate increase.

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

## ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 9:45 PM.

---

Cara R. Farrell, Recording Secretary

---

Mary Marowski, Recording Secretary

**PROCEEDINGS OF A CODE REVIEW WORKSHOP  
OF THE VILLAGE BOARD OF TRUSTEES  
January 12, 2019, 9:00 AM**

Present

Trustees:

Lili Lanphear  
Frank Galusha  
Margaret Caraberis  
Dan Keating  
John Steinmetz  
Molly Gaudioso  
Cara R. Farrell

Consultants:

Recording Secretary:

**CALL TO ORDER**

**Motion by Trustee Lanphear, seconded by Trustee Keating,** to call the meeting to order at 9:15 AM.  
Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE**

Trustee Lanphear asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. None were reported.

**CODE REVIEW TIMELINE**

Ms. Gaudioso introduced the plan and schedule moving forward. Trustee Keating asked for more drafts on volumes that have been revised.

Trustee Caraberis wanted more details for a sense of decisions deadlines in order for Steinmetz to accept adoption.

A Public Hearing concerning the draft code and local law needs to be announced and held. Ms. Gaudioso suggested we keep the Historic Preservation Code and the draft code separate for now.

Trustee Caraberis wondered about referrals to the Comprehensive Plan Committee on code updates.

Ms. Gaudioso discussed the site plan process and including special permits in site plan application and review.

**CHAPTER 212- SUBDIVISION CODE**

The Board wants to be cognizant of districts besides residential when reviewing the subdivision code.

Questions:

- Can we add PUD to districts, subdivision or code?
  - When detailing by district, ensure a “PUD” is in place.

Action Item:

- Where to go to find the certifications and qualifications for a code enforcement officer.

Justin Vlietstra, Chairperson of the PZBA, wondered about recusing the Board that has to review the application.

The Board discussed T.Y. Lin’s roles:

1. Consultant the Village pays
2. Application should pay for the CEO duties

Fees for major and minor projects were discussed. Board sets application fees by resolution in administrative process.



**CHAPTER 210, VOLUME I- ADMINISTRATION & ENFORCEMENT**

Comments made on code worksheet.

**CHAPTER 210, VOLUME IV- APPLICATION & REVIEW PROCEDURES**

Special use permits seen by Trustees until the Comprehensive Plan and code updates are finalized. This is a temporary power of the Trustees, later to be revisited.

The Board requested a definition for personnel service to help differentiate intensity of use for special permit use.

The Board agreed the next steps are to take this to the attorney, and review once edits are made with today's changes.

**Motion by Trustee Lanphear, seconded by Trustee Keating, to adjourn at 1:45 PM.**

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Trustee Lanphear, seconded by Trustee Keating, to enter executive session to discuss a potential employee 1:46 PM.**

Vote: Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

\*Please note\*: In addition to these minutes there are three packets with edits from the meeting with the Board of Trustees.

---

Recording Secretary, Cara R. Farrell

**PROCEEDINGS OF A CODE REVIEW WORKSHOP MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
January 15, 2019, 7:00 PM**

Present  
Mayor: Robert Corby  
Trustees: Lili Lanphear  
Frank Galusha  
Margaret Caraberis  
Dan Keating  
Recording Secretary: Cara R. Farrell

**CALL TO ORDER**

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** to call the meeting to order at 7:00 PM.  
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Trustee Lanphear requested Steinmetz provide the Board, sections I, III and IV for the next meeting.

**REVIEW/VOTE OF PROPOSED VILLAGE SURVEY**

Trustee Caraberis suggests the village survey is ready to be shared with ABS, and sent to residents.

Trustee Keating questions the number of residents and cost of the mailing.

**Motion by Trustee Lanphear, seconded by Trustee Caraberis,** to approve the survey.  
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Trustee Lanphear, seconded by Mayor Corby,** to approve the postage quote from ABS.  
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**STEVE LAUTH CONTRACT DISCUSSION**

Trustee Galusha discusses the successful recruitment of Steven Lauth. This contract with the Village will be on a part-time basis (12-15 hours a week) for roughly six months.

**Motion by Trustee Caraberis, seconded by Mayor Corby,** for the Mayor to execute and sign the contract conditional on worker's compensation.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Trustee Galusha requested the Board to look over the revised T.Y. Lin contract.

**Motion by Trustee Keating, seconded by Trustee Galusha,** to adjourn briefly to attend the Martin Luther King Junior ceremony.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to reconvene the meeting at 6:15 PM.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

## **BUSINESS INVENTORY PROPOSAL**

After discussing with the Village Treasurer, Mary Marowski, Trustee Lanphear announced a project to be completed in the near future. This project is regarding a complete inventory of the businesses in the Village.

**Motion by Mayor Corby, seconded by Trustee Lanphear**, to assign Sophie Bennett as part of her salary, to do a walk about to count businesses.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

The Board discussed an upcoming meeting with Dan Spitzer of Hogdson Ross.

**Motion by Mayor Corby, seconded by Trustee Lanphear**, to adjourn at 6:20 PM.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

---

Cara R. Farrell, Recording Secretary

Village Board Meeting  
February 12, 2019

Executive Session