

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES
November 10, 2020 6:30 PM**

Present

Mayor:	Robert Corby
Trustees:	Lili Lanphear Frank Galusha Dan Keating Renee Stetzer
Building Inspector:	Steven Lauth
DPW Superintendent:	Zack Bleier
Treasurer:	Mary Marowski
Recording Secretary:	Dorothea M. Ciccarelli

CALL TO ORDER

Motion by Mayor Corby, seconded by Trustee Lanphear, called the meeting to order at 6:30 PM.

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

BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE

Mayor Corby asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. The Board members indicated that they had no conflicts of interest to report.

PLANNING AWARD

Mayor Corby announced that the Village will be receiving an award for the innovative approach that was used for the Comprehensive Plan and the simultaneous Zoning Code from the Upstate Chapter of the American Planning Association. He congratulated everyone on the Board of Trustees and wanted to recognize Trustee Lanphear and former Trustee Peggy Brizee for all the research done on the legal issues involved with the initial steps involved of the project. He also recognized Trustee Stetzer who served on the Comprehensive Plan, and who infused the entire process with her lens on walkability. He also wanted to recognize Tom Cummings who served as chairman of the Comprehensive Committee for the outstanding job organizing the work and keeping everyone on schedule. In addition, he wanted to thank the Planning Board for all the work they did, because of their thorough review of the code, there were fewer mistakes and we have a better code. We can all pat ourselves on the back for a job well done.

INSURANCE RENEWAL

Gary Wilkins, the Village insurance agent, reviewed the four quotes received for the Village. He recommended the Village continue their coverage with Selective Insurance, although not the lowest price, it offers better coverage for the package, and to have the public officials' policy with Greenwich.

Motion Mayor Corby, and seconded by Trustee Keating, to accept the recommendation of Gary Wilkins for insurance coverage with Selective Insurance and Greenwich for the coming year.

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

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BUILDING INSPECTOR REPORT

- During the period, Mr. Lauth issued 12 permits for \$1,475.00 in permit fees and \$43,500 in improvements.
- Worked with residents and businesses for 6 HPB applications: 7 Schoen Place – Sign, 66 S. Main St. – stone wall, 6 Elmbrook Drive - windows, 9 Green Hill Ln.- windows, 15 Locust St. - windows.
- Attended monthly coalition stormwater meetings.
- Final inspections: 19 Eastview Terr – fireplace and liner, 35 Courtenay Cir. – deck, 37 Courtenay Cir. – windows, 69 State St. – remodeling, 4 Rand Place – porch, 40 Lincoln Ave.– remodeling, 37 S. Main St, - remodeling.
- Inspections: 36 Monroe Ave. for electric and plumbing and several more meetings in regards to third floor usage and proposed windows issues for new area.
- Final Inspection: 37 S. Main St. – failed – no smoke/CO.
- Framing inspection: 40 Sutherland St. – failed – hurricane clips – installed and re-inspected – passed.
- 29 Rand Place: – deck final – failed – missing handrail on steps.
- 30 Lincoln Ave. – roofing being done – contacted Ontario Roofing and issued permit.
- Worked with 21 Lincoln Ave. for possible small daycare operation.
- Inspection for porch at 4 Rand Place – failed and contacted owner and met with him to discuss issues.
- Prepared and submitted documentation for 36/38 and 40 State St to Monroe County for approvals
- Contacted owner of Tequilaria and had meeting for discussion of pass through between the “kitchen” and the Blue Horn. Again talked to C. Corby to discuss ongoing issues with the Dairy.
- Worked on purging the permit files and closed out 31 permits.
- He has read and processed over 300 emails during this time period, researching and answering many questions regarding zoning and Historical preservation requirements to new property owners and tenants. I have sent over 90 response emails.
- S. Sercu has provided drawings for the front door area and has been approved, awaiting confirmation of the contractor for the repair.
- Received on average 15 phone calls per day with questions or concerns over village issues.
- Have been working with the Collins and researching site prints to get information needed to seek approval for new pavilion area between Lock 32 and Aladdin’s.
- Met with M. Newcomb to go over changes in plans for his new office area and conducted framing and insulation inspections.
- The inspector spoke to the Fire Department about work being completed on the property. He requested that they complete an application for site plan review given the amount work being done.
- Mr. Lauth also spoke to a contractor to receive a quote on the replacement of the ticket booth. He used an old picture for the request.
- The solar panel array on Jefferson Road was completed in the back yard. The owner of the property planted arborvitaes to block the array, and when they grow up, they will provide screening for the yard. The array is completely removable.
- Schoen Place Pavilion - This will be considered an accessory structure to the Collins’ property. The application for the pavilion is being completed by the property owner. This will allow the pavilion to be used by the public. It will greatly help the businesses in the area survive the pandemic. Discussion on the possibility of putting up a tent to help the local businesses. Steve requested that the Tavern Overlay District be extended. The other item is the possibility of removing parking requirements for the building structures. Mayor Corby indicated that they would have to look at the situation for the continuity. The owner has submitted several designs.

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- The Inspector informed the Board that the Dairy has completed some of the items on the list. They are planning on securing the older house, and they will be submitting a plan for the back yard. The Christmas tree business will proceed as normal.

DPW REPORT

- Bristols planted the six trees: 2 on Washington Avenue, 1 in front of Yotality as a replacement. We had four trees removed and one tree trimmed.
- Several repairs are being completed on the following vehicles - Truck 2 repairs approximately \$3,000, Flush Truck repairs approximately \$10,300, Truck 14 repairs approximately \$2,300.
- Storm sewer repairs- 26 Locust: approximately \$13,500.
- Two sewer back-ups requiring flushing. Town Sewer Dept assisted.
- Picked up approximately 800 cubic yards of leaves.
- Using street sweeper to assist with leaf pick up along with sweeping roads. Approximately 30 miles of roads swept, and 250 cubic yards of leaves picked up.
- Repairs to the Tool Cat front suspension. Repair was completed in house.
- Worked with the Treasurer to submit forms to the NYSDOT for reimbursement for the Village Grove project. Total cost: \$32,355, not including engineering services from Scott Harter. Total budgeted: \$36,500.
- Taylor Sipple – resigned, worked one week.
- Thirteen utility stakeouts/design requests per DIG SAFE NY.
- Placed order for streetlight that was destroyed by MVA on Monroe Ave: \$4,460. Original manufacturer is no longer making them. Had to go through a different manufacturer. Should be very close in appearance but will be wired for LED rather than retrofitted.
- Three Village streetlight repairs.
- Called in fourteen RG&E streetlight outages.
- Cleaned up leaves and mowed grass on Village properties and 4-Corner area sidewalks.
- Woodcreek pump station generator has been having battery charger issues. Brought in Emergency Power Services to perform repairs. EPS monitors and services the generator for the Village.
- Processed approximately 826 emails & received /made approximately 139 phone calls.
- The Superintendent will be having the port-a-potty removed as soon as the weather changes.

Mayor Corby informed the Superintendent that there was a large limb blocking the Auburn trail, The Superintendent will remove the limb from blocking.

VILLAGE ATTORNEY

Mr. Turner discussed the upcoming Active Transportation Plan public hearing; he suggested that the hearing should be completed virtually. The Board will need to complete a SEQR part II. He also stated that the public hearing will need to be open and closed. Then the SEQR will need to be completed. Each action will require a separate board action.

TREASURER'S REPORT

VOUCHERS

The Village Treasurer presented vouchers listed on Abstract #12 of 2020 / 2021 fiscal year for approval. A motion was made by Mayor Corby, seconded by Trustee Galusha, to approve payment of the vouchers listed on Abstract #12, in the amounts stated below and to charge them to the appropriate accounts.

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Vouchers for approval – Abstract #12

• General Fund (#256-265, 267-287):	\$ 83,437.75
• Sewer Fund (#266, 283):	\$ <u>2,170.95</u>
Total Vouchers for Approval:	\$ 85,608.70

Note: Corby – yes, Lanphear – yes, Galusha – yes, Keating – yes, Stetzer – yes. Motion carried.

ATTORNEY BILLS

Trustee Keating informed the Board that the following invoices were reviewed and could be approved for payment by the Board. Zoghlin Group invoice #777- \$1,600, #828 - \$1,600, #836 - \$1,248, #783 - \$1846, #781- \$78, #758 - \$453.50, #726 - \$63.50, #679 - \$5,943.00, Osborn Reed & Burke #56746 - \$5,937.50 & 57541 \$346.50.

Motion Trustee Keating, and seconded by Trustee Stetzer, to pay the following invoices from Zoghlin Group invoices #777- \$1,600, #828 - \$1,600, #836 - \$1,248, #783 - \$1846, #781- \$78, #758 - \$453.50, #726 - \$63.50, 679 - \$5,943.00 and Osborn Reed & Burke invoice #56746 - \$5,937.50, 56541- \$346.50.

Note: Corby – yes, Lanphear – yes, Galusha – yes, Keating – yes, Stetzer – yes. Motion carried.

CHIPS, EWR, PAVE NY

The Treasurer informed the Board that she had submitted to the NYSDOT for reimbursement of a total of \$32,329.97 for repayment for the Village Grove project.

MONROE COUNTY SALES TAX

The Village received its Monroe County sales tax check for the quarter for \$152,276.72, which was higher than last year by \$82.01.

OCTOBER BOOKS

The Village Treasurer reviewed the October books with the Board. She reviewed the received and anticipated revenues and expenditures regarding any deviations from the budget amounts. The current fund balance as of this time is \$641,481.70, the projected end-of-year balance at this time is \$180,507.77. The sewer fund balance is currently \$639,563.30, the projected end-of-year balance is \$675,962.20.

Motion by Mayor Corby, seconded by Trustee Lanphear, to approve the books as of October 31, 2020.

Note: Corby – yes, Lanphear – yes, Galusha – yes, Keating – yes, Stetzer – yes. Motion carried.

VILLAGE CLERK’S REPORT

2020 Village Tax Surrender

The Clerk requested approval for the certificate of Village Surrender for unpaid Village Taxes to Monroe County for \$12,608.83.

Motion by Mayor Corby, seconded by Trustee Galusha, to approve the Village surrender for unpaid taxes to Monroe County for \$12,608.

Note: Corby – yes, Lanphear – yes, Galusha – yes, Keating – yes, Stetzer – yes. Motion carried.

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Bond Interest Payment

The Clerk requested approval to make the Village Bond interest payment for \$2,187.50.

Motion by Mayor Corby, seconded by Trustee Galusha to approve the Village bond interest payment for \$2,187.50.

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

Office Staffing

The Clerk informed the Board that the Office Staffing Committee group met and discussed the situation with filling the current vacancies within the Office. We are proposing to the Board not to fill the Village Treasurer’s position at this time but to hire a Deputy Clerk and possibly train the person to fulfill that position given the difficulty of locating a treasurer at this time.

The Treasurer also informed the Board that by definition, her position is Village Treasurer, Deputy Clerk, so we are trying to fulfill a portion of her job with this proposal. The hire would help with both the Village Clerk and Treasurer duties. The office is in need of another full-time person, the position would be easier to fill, given the candidates we received.

The Board discussed what had been budgeted for the office positions and requested a review of the numbers before moving forward.

Village Emails

The Clerk reviewed the recent email outage and informed the Board that Spectrum will not be able to provide email service for the Village. Given the need and urgency, the Clerk will be moving forward to engage Integrated Systems to provide email service at around \$130 a month. She also requested approval to sign the Professional Services Agreement with Integrated Systems for 50 hours at a cost of \$4,250.

Motion by Mayor Corby, seconded by Trustee Keating, to authorize the Village Clerk to sign the contract for 50 hours of service at cost of \$4,250.

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

UPDATE ON THE ACTIVE TRANSPORTATION PLAN AND PUBLIC HEARING

Mayor Corby informed the Board that the Planning Board has signed off on the plan. They have completed the consistency review with the LWRP. Trustee Stetzer commented that the Planning Board was grateful for all the work the Village Board completed and for the consideration of reviewing their comments line by line and giving them feedback. The Planning Board also requested that all the changes be made in the original plan. They will be submitting input for the hearing on the Active Transportation Plan on December 2, 2020.

STATE STREET BRIDGE CLOSING

Mayor Corby informed the Board that the State Street Bridge was closed for two days, and he is still waiting to hear from NYSDOT about an upcoming meeting to be scheduled. Trustee Stetzer commented that they needed to make sure that NYSDOT would still be able to review the plan. She wanted to review areas where there are planned bump-outs and wanted to make sure that minimal trees were removed.

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MEMBER ITEMS

Mayor Corby

Mayor Corby informed the Board that he received a resignation from Bill McBride as chairman of the Historic Preservation Board. The Mayor appointed Lisa Cove to fulfill the term as Chairperson for the Board and Bill McBride as an alternate. The Village will be looking for a new member for the Board.

The Mayor informed the Board that the Chamber of Commerce has made the decision to cancel Candlelight Night. The Chamber will do a virtual lighting.

CCA Updated, Susan Hughes will be in touch with Jewel, and will provide information a week or more before the bid goes out.

The Mayor informed the Board that the correspondence was sent to the NYSDOT on October 13, 2020. He also spoke to Carl Jones, and he is willing to give a presentation to the Board on the technology of speed cameras. The speed enforcement camera's information needs to be recorded and the tickets need to be validated by a trooper. This would be a moving violation on the vehicle, not a speeding ticket for the driver. The Mayor discussed the pros and cons of the system. Mr. Jones will be providing a proposal and can provide samples for the Village to test. The Board requested that he attend a meeting to discuss his proposal.

Trustee Stetzer

Trustee Stetzer provided an update to the Board stating that she met with Sara from Hopper, the bike-share program that is working with RTS and Community Mobility hubs, and they did a walking tour. They came up with a set of proposed locations, which will be presented to Hopper, and they are looking for three or four locations for the Mobility Hubs. They looked at the following locations: The Library or Schoen Place, Nazareth bus stop at New England, and the Village or Town Hall. The representative will be looking at the locations and taking measurements for the needs. They also looked at Pittsford Plaza, but there were concerns with the infrastructure. The mobility hubs in our area will be for a mix of transportation needs and recreation. These locations are preliminary.

Trustee Keating

Trustee Keating reviewed with Board the Speeding Summit Action Items. Discussion was had on the transition zone, and Trustee Stetzer will speak to Captain Delyser to see about having additional speed enforcement at Main Street and Line Street. Trustee Keating will be speaking to the Superintendent regarding moving the speed sentry around for better impact. Trustee Keating indicated he had put some of the suggestions in a long-term category for completion, such as the bump-outs for Rand Place, that would be looked at when a street project is completed in the area. Trustee Stetzer will follow up with the Superintendent to see if he has found additional locations for additional twenty mph signs on South Street.

Trustee Keating also stated that he is still in favor of negotiating with Mark IV. The last time we spoke of this was in the winter and the idea was to have Mayor Corby, himself, Susan Lhota and Bill McBride sit down with Mark IV. He would still like to make that happen. Otherwise, we are awaiting the legal system to solve this, which we have seen no sign of, and it is incredibly expensive. Again, as you recall, the negotiations will be non-binding, and the sub-boards are the ones with approval.

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Mayor Corby responded briefly that Friends of Pittsford Village, Planning Board, and Historic Preservation Board wanted to enter into additional settlement talks. The first reason was the legal expense, the second reason is the promising settlement from the court was not followed through by the applicant. They did not provide anything that came close to meeting the premise of a settlement. They came back with something that was far less. Mayor Corby explained that without the engagement and agreement to engage from the parties that have jurisdiction in the legal disputes, there is no role for the Trustees, because we need to get their support to move forward. He stated that he does not believe that any of the Board is against a settlement, he certainly is for it, and we need an active partner from the applicant who will negotiate in good faith. Unfortunately, this has not happened before and we also need the engagement of the other parties that are involved in the litigation. Without that, even if we wanted to, we cannot force that ahead.

Trustee Keating responded that he hears the Mayor but he completely disagreed.

TRUSTEE LANPHEAR

Trustee Lanphear commented that when the Board spoke at the previous meeting, they discussed adding holiday lighting at several locations and some areas were not feasible. The trees at the Phoenix building are too tall to be reached even with a lift. Trustee Lanphear requested that the Superintendent do some research and supply to the Board electrical conduits to be placed on Main Street to allow the trees to be lighted. With work being completed on Main Street next year, it might be an opportunity to make it happen. Trustee Stetzer questioned the possibility of adding additional lights on Schoen Place next year.

Trustee Lanphear received from Fran Kramer, an email which included the ordinance from Alexandra, Virginia regarding mask wearing. Looking through it, Trustee Lanphear did not see any difference between that ordinance and what was implemented by the Governor. Strictly speaking, people should be wearing masks along the canal path, the problem is with enforcement of mask wearing. Mayor Corby did request that the Superintendent post additional social distancing signs along the Schoen Place section of the Towpath. Mrs. Kramer also indicated that there were kids running in the Village without masks, and the Mayor has been in touch regarding the mask wearing and being socially distanced.

ADJOURNMENT

Motion Mayor Corby, and seconded by Trustee Lanphear, to adjourn the meeting at 9:15 PM.

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

Dorothea M. Ciccarelli, Recording Secretary