

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020 6:00 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 6:00 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.

**RESOLUTION EXPANSION OF THE SEWER BUDGET**

Trustee Lanphear informed the Board that she was not aware of this agenda item on the budget and would abstain from voting since the owners of Skanex are family friends.

**Motion by Mayor Corby, seconded by Trustee Keating,** to expand the Sewer Budget to cover the unbudgeted and unanticipated costs for the required sewer lining installment due to infrastructure age on Stonegate Lane. Contractor for the project is Skanex; contractual cost is \$35,700. Monies to be appropriated from Sewer Fund Balance for \$35,700 and to increase the budget line for the expense, G8120.4 Contractual, in the same amount to cover this cost.

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

**TREASURER’S REPORT**

The Village Treasurer presented vouchers listed on Abstract #22 of 2019 / 2020 fiscal year for approval. A motion was made by Mayor Corby, seconded by Trustee Keating, to approve payment of the vouchers listed on Abstract 22, in the amounts stated below and to charge them to the appropriate accounts.

**Vouchers for approval – Abstract #22**

• General Fund (#613-#630):	\$ 16,536.10
• Sewer Fund (631):	\$ <u>35,700.00</u>
Total Vouchers for Approval:	\$ 52,296.10

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

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020**

**MINUTES**

**Motion by Mayor Corby, seconded by Trustee Galusha,** to approve the Village Board of Trustees budget meeting minutes from February 11, 2020.

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

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to approve the Village Board of Trustees budget meeting minutes from February 18, 2020.

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

**Motion by Mayor Corby, seconded by Trustee Keating,** to approve the Village Board of Trustees budget meeting minutes from February 25, 2020 as amended.

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

**Motion by Mayor Corby, seconded by Trustee Stetzer,** to approve the Village Board of Trustees budget meeting minutes from February 27, 2020.

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

**Motion by Mayor Corby, seconded by Trustee Keating,** to approve the Village Board of Trustees budget meeting minutes from March 5, 2020.

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

**Motion by Trustee Keating, seconded by Trustee Stetzer,** to approve the Village Board of Trustees meeting minutes from March 10, 2020 as amended.

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

**Motion by Mayor Corby, seconded by Trustee Galusha,** to approve the Village Board of Trustees budget meeting minutes from March 10, 2020.

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

**Motion by Mayor Corby, seconded by Trustee Galusha,** to approve the Village Board of Trustees budget meeting minutes from March 12, 2020.

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

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to approve the Village Board of Trustees meeting minutes from April 14, 2020.

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

**ADOPTION OF 2020-2021 VILLAGE BUDGET**

Mayor Corby reviewed additional information with the Board in an effort to reduce expenses given the anticipated revenue losses in the upcoming budget year. He stated that the Board looked at furloughing employees in detail. He reviewed the process of how layoffs would work, with the loss of part-time employees first and then by seniority in the department. The layoffs needed to cover a 0% increase in the taxes would be substantial since the Village is required to pay the unemployment insurance as well as daily interest on the expense,

The Village Treasurer informed the Board that she had made the following changes from the previous meeting, which included the additional \$25,000 in the legal line for Hodgson and Russ and additional line

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020**

item under special items for Hodgson and Russ for \$32,000, and the additional revenue has been included in the budget. The Board had a discussion on the outstanding amounts owed to Hodgson and Russ and the tentative agreement that is being negotiated for the balance. Mayor Corby informed the Board that a tentative agreement has been reached, and as soon as the final agreement is reached it will be forwarded to the Board members. The Board discussed additional options to pay down the debt in the next year.

The Clerk read the following written correspondence into the record.

**Correspondence 1**

*To the Village of Pittsford Board of Trustees:*

*Thank you for your work on the 2020-2021 budget for the Village of Pittsford. I am writing in support of the tentative budget that was presented at the budget meeting on April 23rd. While it is clearly an uncomfortable situation to be looking at a tax increase during these difficult times, I am appreciative that most members of the board voted for a tentative budget that is necessary for our Village to remain viable.*

*Trustee Keating was the only board member who voted against the tentative budget presented at the April 23rd meeting. He instead favors a reduced budget and further consideration of staff layoffs. In previous budget meetings, all board members have discussed cost-cutting measures at length, including layoffs of Village staff, and further cuts are either not possible given services that Villagers expect, or functions that New York State requires of all Villages. While the motivation of COVID-19 for budget cuts is a new one this year for all board members, I believe that Trustee Keating's opposition to this year's reasonable proposed budget is part of a pattern that began with his service on the board in 2018.*

*I am grateful for the support of the other members of the board - Mayor Corby, Trustee Galusha, Trustee Lanphear and Trustee Stetzer - in their affirmative vote for the tentative budget, and I urge them to support a responsible budget for the 2020-2021 fiscal year. Finally, I hope that the board considers urging residents to better understand the context of this budget by watching discussions that I have archived on the Pittsford Village Videos web site ( <https://pittsford.villagevideos.com> ) and Facebook page ( <https://www.facebook.com/PittsfordVillageVideos> ).*

*Thank you,  
Justin Leitgeb  
6 Stonegate Ln.*

**Correspondence 2**

*To the Budget Committee of the Board of Trustees of Pittsford Village:*

*Congratulations on your budget and its process. This must have been the ultimate test of prudence, diligence and thoughtful solutions this Village has ever faced. Within the next few weeks, we may be at the same unemployment level as the Great Depression. Let's all hope not, but we all must plan for the worst.*

*How can budgeting be done properly in the face of this pandemic, which might well extend for some time to come? Answer—we simply do not know. I've been CEO of 7 companies over 40 years and as such, the buck stopped with me. Not a fun task at times. As Trustees the buck stops with all of you now. No question you will have pot shots sent your way in droves. Typically those that throw stones at you very likely come from those that have never faced the level of responsibility all of you face with this budget. Excuse their ignorance, they simply do not know. Short term needs must be met as the Village gets squeezed. Concurrently, long term issues of preserving this unique spot for now and for all future generations is yet another call on capital needs.*

*The deliberations that all of you have taken to get to this point are the consummate mark of good fiduciary responsibility. Thanks for all you have done. I'm sure that on reflection, you will find that any person voting against this budget is now a thing of the past, as well it should. As just one resident of our Village but having dealt in workouts for my own account for 40 years—thanks very much.*  
Mark Harrington

**Correspondence 3**

*Hello Dorothea and the Board of Trustees,*

*I appreciate the trustees significant efforts to reach a budget accord and support the budget as drafted. I believe the services provided by the village are expected and that the majority of residents are willing to cover those costs through higher taxes. In addition, costs of our legal defense are required and therefore the increase in tax is also justified. However, it would be helpful to consider legal contracts as drafted with each firm and if cost saving are possible by narrowing the scope of compensable work.*

*In addition, I have significant concerns about the persistent deferral of legal bills and logging of legal expenses into subsequent years. furthermore, holding short-term liabilities with each firm rather than on our list of accounts payable and have a specific outstanding liabilities seems disingenuous. I would work to eliminate this practice and put all expenses and liabilities into each year's budget.*

*Sincerely,  
Dave Marshall*

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020**

David Ferris – 27 Monroe Avenue, wanted to applaud the entire Board for the thoughtfulness and detail that have gone into the Budget this year. He indicated that the Board did not have any good choices this year. The Covid -19 virus impact has created unprecedented issues for the Board to deal with. Mr. Ferris indicated that of the proposed 18% tax increase, 15% of the increase is to help cover lost sales tax revenue, which the Board has no control over. Mr. Ferris questioned Trustee Keating as to what tax increase he was willing to support and was wondering if there is an alternate plan he would offer. Trustee Keating indicated he would defer answering the question until after the vote.

Trustee Lanphear stated to the public that it means a great deal to her that residents have been sending in supportive comments, since this is so difficult. It is helpful to feel the support from the Village residents.

Mayor Corby thanked the Village Treasurer and Clerk for the extraordinary amount of work and effort put into this year's budget. This year has been the most difficult and the lengthiest process that has been required in his tenure as Mayor. This year was difficult because there were no good choices, and he does not feel that any of the Board members are happy where they ended up, but it was necessary. He indicated the Board has been extremely thorough in their review of the budget, looking at every suggestion good or bad. Some of the suggestions were able to be incorporated, but all were reviewed with an open mind to see if they would work. The Treasurer has done an unbearable amount of work on this budget and the Village owes her a debt of gratitude.

Trustee Stetzer commented that this was her first budget year, and she is hoping that it gets better from here. This was a horrible year to have to work on the budget. She thanked the Treasurer for her work as well.

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to approve the proposed 2020-2021 Village Budget.

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

**EXTENSION OF MARY MAROWSKI EMPLOYMENT**

The Clerk informed the Board that the current pandemic has made it a challenge to hire a new Treasurer. Mary will be finishing the work needed to finalize this budget and work with the Village auditors to complete year end. Mayor Corby requested that the Board authorize Mary Marowski continued employment in a part-time capacity till November 1, to allow her to assist the Village and help with the transition to a new treasurer.

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to approve the continued employment of Mary Marowski in a part-time capacity thru November 1.

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

**NON-ESSENTIAL EMPLOYEES**

The Clerk reviewed the status of the Village's part-time employees that had been shifted to work from home. She anticipated that she would be able to continue to provide work for them to complete until the stay-at-home order is lifted, which was anticipated to be lifted around May 15, 2020. The Village's Parking Monitor can also be used in several capacities until he is needed for enforcement.

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020**

Mayor Corby indicated that Sophie Bennet would be returning around May 15, to handle the outside work with the Village flowers, which have already been purchased. Ms. Bennet will be able to do this work while socially distancing.

The Clerk requested that the Board continue to authorize part-time employees to work from home as needed during the Covid-19 crises.

**Motion by Trustee Lanphear, seconded by Mayor Corby,** to authorize the part-time essential workers, non-essential to the covid-19 crises to continue to work at home or in other capacities as needed.

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

#### **VACATION USAGE**

The Clerk explained that employees are currently allowed to carry over 40 hours of vacation time from one year to the next. She requested that the Board allow the DPW employees an additional 4 months to use their time given the pandemic and current scheduling of the crew. Mayor Corby explained this would help keep everyone from trying to use their vacation time in July and August when we need to have work completed.

**Motion by Trustee Lanphear, seconded by Mayor Corby,** to authorize DPW employees an additional 4 months to use their accrued vacation time.

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

#### **BUDGET COMMENT**

Mayor Corby reviewed with the Board an additional comment received from Art Pires, a Village resident. He wanted to express his sentiment of support for the proposed budget and wished that it is a part of the record.

#### **PITTSFORD PUB, 60 NORTH MAIN STREET - SPECIAL USE PERMIT**

The applicant was unavailable for comment. The Clerk requested that they continue the public hearing on May 12, 2020.

**Motion by Mayor Corby, seconded by Trustee Keating,** to continue the public hearing on May 12, 2020, to consider an amendment to the Special Permit for the Pittsford Pub for a temporary tent over the Pittsford Pub patio.

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

#### **DPW SUMMER HOURS**

Mayor Corby requested that the Board authorize the DPW summer hours from June 1, 2020 through September 11, 2020. Trustee Galusha reviewed with the Board that last year the Board had received a request by the DPW staff to resume summer hours. It was reinstated on the basis that the Board approve the hours every year. The use of summer hours last year was quite effective and he had no reservations recommending the reinstatement again this year.

Trustee Stetzer questioned how the DPW staff would be social distanced with the summer hours.

Mayor Corby commented that he and Trustee Galusha met with the DPW Superintendent and that there would be a plan in place to distance the two crews as needed.

**PROCEEDINGS OF A REGULAR MEETING  
OF THE VILLAGE BOARD OF TRUSTEES  
April 28, 2020**

**Motion by Mayor Corby, seconded by Trustee Keating,** to approve the proposed 2020 summer hour schedule for the DPW.

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

**VILLAGE ATTORNEY**

Attorney Jeff Turner reviewed with the Board the next steps in the CCA process, which included preparation of the electrical supply agreement which would be going out as an RFP to the electrical suppliers. There were concerns on the proposed 12-month look back period. The average energy cost had to be the 12-month average. They are looking at a longer look-back period due to the effect of the pandemic. He anticipated that the Board would be doing a resolution to approve the signing of the contract after the bid is completed. Mr. Turner indicated that the public would have the choice of three options. The Board agreed the more options available for the public is preferable. Mayor Corby agreed with Trustee Keating that more information should be made available to the public when the agreement is signed. Mayor Corby agreed that Roctricity should be present to answer questions from the public.

Mr. Turner reviewed with the Board the status of the contracts and the message given to the companies that no work can be completed until the contract is signed. The Board also agreed that the Village Clerk should inform the companies that no company will be given a different rate, that all telecommunication companies will be treated the same.

**MEMBER ITEMS**

Trustee Keating – Requested that the Board handle the Village attorney items immediately to save on billable time. Mayor Corby indicated that the Board tries to do that, but tonight’s agenda went longer than planned. Mr. Turner indicated that he calls the Mayor ahead of the meeting to verify when he will be needed to limit the billing hours.

Trustee Keating – Expressed concerns about Hodgson Russ holding their bills for a year, He questioned if the office staff had made that request. The Village Clerk and Treasurer responded that they are not empowered to have made that happen. Mayor Corby responded that the Board had made that request, given a cash flow issue. He indicated that it was made a while ago. Trustee Lanphear indicated that the meeting might have taken place in 2018. Trustee Keating indicated that he would like to see the bills monthly or quarterly. The Treasurer indicated that she requested that Hodgson Russ bill on a monthly basis from this point. The Mayor and Trustee Keating discussed the situation further and agreed that the situation should not occur again, with a vendor holding bills.

**ADJOURNMENT**

**Motion Mayor Corby, and seconded by Trustee Keating,** to adjourn the meeting at 7:45 PM.

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

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Dorothea M. Ciccarelli, Recording Secretary