

**Village Board of Trustees  
Meeting minutes of February 5<sup>th</sup>, 2008**

Present: Mayor Larry Gursslin  
Trustees Horylev, Gates, Lee & Speer  
Clerk-Treasurer Janet Surridge  
Supt Thomas Tilebein

Guests: Village employees, Dave McCracken, Steve Fowler, Mike McHenry, Keith Brown, Mike Lissow. Mark Hedberg joined the meeting at 6:00 p.m. David Wright joined the meeting at 7:00 p.m.

Mayor Gursslin called the meeting to order at 5:00 pm and the pledge of allegiance followed.

**Employee Recognition**

On behalf of the Village Board, Mayor Gursslin presented certificates to employees Mike McHenry and Carl Johnson who recently completed 25 years of employment. Congratulations were extended and Mayor Gursslin told them how important they are to the operations of our Village government.

**Public Works**

**Resolution** to authorize the Superintendent to prepare a bid package for the purchase of concrete for fiscal year 2008-09. Motion was made by Trustee Horylev, seconded by Trustee Gates. Carried unanimously 5-0.

**Clerk-Treasurer**

**Resolution** to approve the following 2008 holiday schedule for the Village Office and DPW:

<b><u>Holiday</u></b>	<b><u>All Departments Closed</u></b>	<b><u>Refuse &amp; Recycling</u></b>
Presidents Day	Monday February 18 <sup>th</sup>	Tuesday February 19 <sup>th</sup>
Good Friday	Friday March 21 <sup>st</sup>	Not Applicable
Memorial Day	Monday May 26 <sup>th</sup>	Tuesday May 27 <sup>th</sup>
Independence Day	Friday July 4 <sup>th</sup>	Not Applicable
2 <sup>nd</sup> Floating holiday	Monday, July 7 <sup>th</sup>	Tuesday, July 8th DPW CLOSED ONLY
Labor Day	Monday September 1st	Tuesday September 2nd
Columbus Day	Monday October 13 <sup>th</sup>	Tuesday October 14 <sup>th</sup>
Veterans Day	Tuesday November 11 <sup>th</sup>	Wednesday November 12 <sup>th</sup>
Thanksgiving	Thursday November 27 <sup>th</sup>	Wednesday November 26 <sup>th</sup>
	Friday November 28 <sup>th</sup>	Not Applicable
Christmas	Thursday December 25	Friday December 26 <sup>th</sup>
2 <sup>nd</sup> Floating holiday	Friday, December 26 <sup>th</sup>	OFFICE CLOSED ONLY
New Years 2009	Thursday, January 1 <sup>st</sup>	Friday, January 2 <sup>nd</sup>

Motion was made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 5-0.

### **Vouchers:**

**Resolution** to approve the abstract of vouchers with the following additions: Donna Curry, Receiver of Taxes \$39.12; Lacy, Katzen \$90.00 and an additional sum of \$2,768.76 to the MCWA. Total amount approved:

General fund	\$ 56,857.51
Water fund	\$ 28,493.73
Sewer fund	\$ 675.34
Capital fund	\$ 45.00
Electric fund	\$ 365.83
T&A fund	\$ 6,584.71
Prepaid	<u>\$177,916.23</u>
Total	\$270,938.35

Motion was made by Trustee Gates, seconded by Trustee Horylev. Carried unanimously 5-0

### **Minutes**

**Resolution** to approve the meeting minutes of January 8<sup>th</sup>, 2008. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

**Resolution** to approve the meeting minutes of January 24<sup>th</sup> 2008. Motion was made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0

### **Sale of Property**

**Resolution** to acknowledge the letter from Fitness Warehouse dated January 25<sup>th</sup> 2008 which states they are withdrawing their purchase offer to buy #10 Canning Street from the Village of Hilton. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

### **Appointments**

Mayor Gursslin proposed the following resolution:

**Resolution:** Whereas, the Hilton Village Board has the authority to appoint various people to serve on committees, commissions and boards, and  
Whereas, the Hilton Village Board welcomes diversity when seeking candidates to fill vacancies,  
Now, therefore, to promote consistency, it is the policy of the Hilton Village Board that any candidate seeking appointment to a vacant position does not have to be interviewed by the standing committee, commission or board prior to such appointment but should be educated about the position prior to appointment.”

Trustee Horylev made a motion to approve and it was seconded by Trustee Speer. Further discussion followed. Trustee Gates questioned why this was being brought up and had some misgivings about how the resolution is worded. After further discussion, it was agreed that the resolution needs to be revised somewhat. Trustee Horylev and Trustee Speer withdrew their motions.

### **Planning & Zoning**

The Board discussed the concept of creating a new local law that would allow the Village Board to appoint alternate members to the Planning and Zoning Boards. Trustee Horylev said he has read about this in the NYCOM bulletins and feels it's a very good idea for these reasons:

- 1) We'll already have trained individuals standing by when by a vacancy on a Board develops.
- 2) If a member is away on vacation or a leave of absence, the standby member could fill in.

After discussion, it was decided that more information is needed before any action can take place.

### **Budget**

**Resolution** that the Board shall meet on March 11<sup>th</sup> at 4:00 pm, March 18<sup>th</sup> at 6:30 pm and March 25<sup>th</sup> at 5:00 p.m. for the purpose of reviewing the proposed budget for 2008-09. Motion was made by Trustee Gates, seconded by Trustee Speer. Carried unanimously 5-0

### **Town of Parma**

**Resolution** : Whereas:

1. The NYS Dept of Transportation (NYSDOT) is administering the Safe Routes to Schools (SRTS) Grant program to provide federal reimbursement for projects intended to encourage and enable children to walk and bicycle to school, make biking and walking more appealing and improve pedestrian and bicycle safety. Among the projects eligible for reimbursement are infrastructure projects including the construction of sidewalks within two miles of elementary and middle school properties.
2. NYSDOT is currently administering a round of solicitations for projects, with applications for funding due April 1, 2008. The Town of Parma is prepared to submit a request for funding for the construction of sidewalks to link the Middle School with adjacent residential neighborhoods. Potential locations for sidewalks include portions of Old Hojack Lane, Dunbar Road and Collamer Road.
3. The proposed project will encourage and enable school children to walk and bicycle to school and make biking and walking more appealing and safe. The project will also improve pedestrian and bicycle access from residential neighborhoods to numerous recreational resources, such as the Aquatic Center, and activity centers, including the Recreation Center, and the Village of Hilton downtown business district.

NOW, THEREFORE, BE IT RESOLVED,

1. The Village of Hilton Board of Trustees fully supports the proposed sidewalk construction and submission of an application by the Town of Parma for funding for this project under the 2008 Safe Routes to Schools Program;
2. The Village of Hilton also recognizes the Town of Parma as the lead agency for legal and administrative purposes with regard to the submittal of the SRTS application.

Motion to approve was made by Trustee Horylev, seconded by Trustee Gates, so long as said project does not impact Village services. Carried unanimously 5-0

**Resolution** to host a joint meeting between the Hilton Village Board and the Parma Town Board on April 24<sup>th</sup> at a time that is mutually acceptable to both boards, and the Village Clerk shall take the meeting minutes and publish the legal notice. The meeting will be held in the Hilton Community Center board room. Motion was made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0

**Resolution** to enter into an Intermunicipal agreement with the Town of Parma to plow the portion of Underwood Avenue that is located in the Town of Parma (but not the sidewalk). Motion was made by Trustee Horylev, seconded by Trustee Speer. Carried unanimously 5-0

### **Code Enforcement**

- According to our Zoning Ordinance, the storage of trailers and recreational vehicles are prohibited in front yards. Mr Lissow stated in the past this restriction has only been enforced if a complaint is filed. He asked the Board if he should be searching out violations or if we should continue to enforce only on a complaint basis? The Board felt we should first determine the number of violations before deciding. We should also put an article in the next newsletter. Until then, Mike was asked to hold off on any further enforcement.

- Portable On Demand Storage (PODS): Trustee Horylev requested that Mike pursue legislation to regulate these types of containers. Mr Lissow stated that these are the same as a roll off dumpster and since we don't regulate the placement of dumpsters in residential areas, how could we differentiate? Furthermore, Mike said the village never gets any advance notice that they are being delivered to a property address. Walt replied that he would welcome Mike's comments on how best to handle this matter.
- Building permits: Mayor Gursslin mentioned to the Board that there was a situation earlier this month where a resident came forward to obtain several building permits for construction that had already taken place. Because of our fee schedule, the resident was charged a substantial penalty. This resident has now asked the Mayor for some leniency. After a lengthy discussion, the policy stands and no leniency was granted.

### **Planning Board**

Mark Hedberg, Chairman of the Planning Board, was present to review the report that was submitted to the Village Board listing possible locations as to where a new library could be built.

While no specific site was discussed, the general consensus of the Planning Board is that the library should remain in the Central Business District, not on the outskirts of the village. How that is achieved is still undetermined as buildings would have to be taken down to make space for a new structure and parking. This makes the project very costly. The Board thanked Mark and his Board for their time and effort to develop this report.

### **Public Works**

- **Resolution** to purchase (100) 95 gallon refuse carts from Cascade Engineering Inc. at a price of \$49.71 each. Motion was made by Mayor Gursslin, seconded by Trustee Speer. Carried unanimously 5-0
- **Resolution** to amend the fee schedule as follows: The sale of 95 gallon refuse carts shall be increased from \$50.00 to \$55.00. Motion to approve was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0
- Eagle scout project idea: Mr Tilebein has been approached by a scout who is seeking his Eagle badge. A project suggestion would be to have the scout improve the pedestrian bridge that crosses a small creek that feeds into Salmon Creek within the Village Park. The Board was supportive of this idea and authorized the design and cost estimates to be obtained.
- Street lighting project: Mr Tilebein informed the Board that the service point disconnects have been completed and that the total project came in under budget. He reviewed the final costs with the Board.
- 10 Canning Street: Mr Tilebein discussed the removal of the concrete slab. This is too big of a job for our Public Works Department due to the type of equipment that would be needed. A general estimate was obtained from a contractor and it would cost approximately \$20,000. The Board is undecided if the slab should be removed to attract a new buyer or if we should continue to try and sell it as is. Mrs Surrige was asked to put the \$20,000 expense in the first draft of next year's budget. The Board will decide on the matter during the budget process next month.

### **Local Law #7 2007**

**Resolution** to acknowledge the comments and approval from the Monroe County Department of Planning in regards to Local Law #7, 2007 and the Village Board hereby re-adopts said local law as noted. Motion was made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0

### **Public Forum**

David Wright, who resides on South Avenue, joined the meeting at 7:00 pm. He was curious to know what's happening with a site location for the library, plus he's been hearing around the community that an unknown company is considering buying properties on South Avenue for a development. Has the Board heard anything about this?

Mayor Gurslin replied that the Village and Town are still talking about ideas for the library but nothing formal has been decided. As for development on South Avenue, Mayor Gurslin stated that the Board is not aware of anything being proposed. Trustee Horylev assured Mr Wright that they are not in favor of any rezoning for South Avenue properties.

### **Executive Session**

Mayor Gurslin made a motion to enter into executive session at 7:10 p.m. Seconded by Trustee Speer. Carried unanimously 5-0

Executive session ended with a motion from Mayor Gurslin, seconded by Trustee Horylev. Carried unanimously 5-0

Meeting adjourned at 8:00 p.m.

Janet Surridge  
Clerk-Treasurer