

**Village Board of Trustees
Meeting Minutes of November 3, 2009**

Present: Mayor Larry Gursslin
Trustee Gates, Horylev, Lee & Speer
Village Manager, Janet SurrIDGE
Superintendent Tom Tilebein
Village Clerk, Shari Pearce
Asst. Superintendent of Public Works, Mike McHenry

Absent: Code Enforcement Officer Mike Lissow

Guests: Carm Carmestro, Dave Wright, Shelly Remillard, Dale Walker, Carl Maffe, Hali Forshee, Steve Fowler, Jack Follett, Raymond Albright

The meeting began at 3:30 p.m. Trustee Horylev made a motion to enter into executive session to discuss a potential claim against the Village with Attorney, Dan Bryson. Seconded by Trustee Speer. Carried unanimously 5-0.

Motion made by Trustee Speer to exit out of executive session at 4:00 pm. Seconded by Trustee Horylev, approved unanimously 5-0.

Sewer Presentation

At this time, Assistant Superintendent Mike McHenry gave a sewer presentation on the 18" inch main along Salmon Creek to South Ave. He remarked the sewer main is in good condition and only minor improvements need to be made.

He also discussed the conditions of the sanitary sewers, capacity requirements and any improvements that would need to be made to our system if we were to extend our sewers to the south of Unionville Station for the purpose of senior housing. Mr. McHenry submitted a detailed document to the board indicating all the improvements that need to be made for the sole purpose of any new development that would require tying into the Unionville lift station.

Mayor Gursslin called the public meeting to order at 5:00 p.m. with the pledge of allegiance to the flag.

Public Forum: 5:00 p.m.

Shelly Remillard was present to discuss the issue of her garage addition. She is the owner of 75 Gorton Ave. She stated her position still stands from the last meeting. She is requesting reimbursement of \$5,942.15. The board's position at the last meeting was to seek legal counsel before making a decision.

Mayor Gursslin stated to Ms. Shelly Remillard “the board has consulted with our Village Attorney and based on his recommendation, the Village board has concluded there is no basis in the law to reimburse you any money.”

Ms. Remillard questioned who is here to protect the taxpayers. She stated there was an error that occurred by a Village employee and this cost me a great deal of money. She went through the details that occurred with her garage addition. She also had explained to Mike Lissow, Code Enforcement Officer that she was doing the addition herself and to please advise her on what she needed to be done.

Mayor Gursslin reiterated to Ms. Remillard that it is the consensus of the board that we will not reimburse her for the additional expenses.

Make a Difference Day

Recreation Director Steve Fowler gave an update to the board on Make a Difference Day and noted a full report will be available in the future.

At this time, Mayor Gursslin excused himself from the meeting.

Public Hearing

Trustee Horylev opened the public hearing at 6:00 pm to consider the adoption of Local Law #1, 2009.

Local Law #1, Chapter 21-4 to amend the Traffic Control Ordinance to prohibit parking at all hours of the day and night on the east side of Henry Street from the corner of West Avenue to Gorton Avenue. This proposed Local Law will not result in any significant adverse environmental impacts. This action is a Type II Unlisted Action.

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Larry Gursslin, 165 West Ave stated he owns the house at 154 West Ave and he supports the proposed law for his property for public safety reasons. His tenants have to maneuver around parked cars and be aware of the traffic turning onto Henry Street from West Ave. The driveway is located about 50 feet from West Ave. When there are Community Center activities taking place there is poor visibility especially if cars are parked on both sides of the street. He also supports the law because his grass in the tree lawn is constantly being damaged.

Steve Fowler, 64 Cambridge Road, he stated there are approximately 118 spaces in the Community Center parking lot. He remarked that patrons sometimes have to find alternate parking and the only other parking close to the Community Center is in the front of the building. Mr. Fowler suggested coordinating the use of the Community Center activities in the future to better distribute activities during the week versus most of the activities taking place in one or two evenings. This could help alleviate the need to park outside of the parking lot.

Jack Follett, 28 Henry Street, he stated he is the owner of the property and has a one car width driveway and a one car garage. He does utilize the street parking for his personal vehicles. He prefers to not have the law changed if possible. He also concurred with Mr. Fowler that the street parking is used for overflow parking. There can be numerous activities at the Community Center at one time, and there is not enough parking in the lot to accommodate everyone.

With all persons being heard, Trustee Horylev closed the public hearing at 6:10 p.m.

Trustee Gates suggested we table this item to address the entire situation of the existing Community Center parking lot. He noted the resident at 28 Henry Street has a one car width driveway and if the law were passed, he cannot park in front of his house.

Motion was made by Trustee Gates to table Local Law #1 and have the management team look at the entire parking situation. Seconded by Trustee Lee, carried unanimously 4-0.

Mayor Gursslin re-joined the meeting at this time.

Mr. Jack Follett also expressed a concern on the snow removal in front of his property. A general discussion took place with Assistant Superintendent Mike McHenry and Mr. Follett. Mr. McHenry agreed to review the snow removal process and if any improvements can be made, he will do so.

Code Enforcement

- 38 East Ave: Mr. Lissow will be conducting a final inspection on the Funeral Home. They should be opening soon.
- Storm Water Coalition: Mr. Lissow reported he has started his training with Mr. Tilebein.

Clerk's Report

- Uncollected Village Taxes: Clerk Shari Pearce stated a resolution needs to be approved to relevy the uncollected taxes to Monroe County.

Resolution to relevy unpaid Village Taxes in the amount of \$ 10,761.53 to the Monroe County Treasury to receive reimbursement. Motion made by Trustee Horylev, seconded by Trustee Gates. Carried unanimously 5-0.

Manager's Report

Electric Program: Mrs. Surridge reported the electric team determined our fixed price and price guarantee from Constellation. The team reviewed extensive options and are requesting approval for the following recommendations:

Resolution that due to the lower cost of electricity, we will lower our fixed price from \$.080/kw to \$.075/kw effective January 1, 2010. Trustee Gates made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

Resolution to enter into a contract with Constellation Energy for a price guarantee of \$54.00 for 1/mwh of electricity for on peak hours for 10 months of 2010, and for 2/mwh at the same price for the months July & August only, effective January 1, 2010. Mayor Gurslin made the motion, seconded by Trustee Lee. Carried unanimously 5-0.

Resolution to amend the 2009-10 budget as follows: Motion made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0.

Increase A1010.40	\$1,950	(2 issues of the newsletter, printing costs)
Increase A1640.4B	<u>\$2,841</u>	(installed fire alarm system @ DPW)
Decrease A1990.4	\$4,791	(contingency)

Decrease DPW Capital Fund H1640.4	\$6,850	(key controls, parking lot lights)
Decrease Park Capital Fund H7110.4	<u>\$4,000</u>	(Village park, repair bridge approach)
H599	\$10,850	

Increase General Fund Building Maintenance A1640.4B	\$ 6,850
Increase General Fund Park Account A7110.4	<u>\$ 4,000</u>
	\$10,850

This entries reclassifies Capital Fund accounts as part of the General Fund.

- Records Grant: Mrs. Surridge reported the Village of Hilton has been awarded a grant in the amount of \$9,375.00 to perform a needs assessment study with the Town of Parma.
- FEMA Grant: Mrs. Surridge reported that the final paperwork has been sent to FEMA. The project wrapped up \$ 6,900.00 under budget.
- Old Hojack Lane: The Board reviewed the request from the Hilton Local Development Corporation to install water & sewer services to #150 & #170 Old Hojack Lane. The management team is recommending we charge the Local Development Corporation 100% of the costs for materials and 50% of our labor and equipment costs.

Resolution to install 660' of 8" water main and 603' of 2" sanitary sewer main for #150 & #170 Old Hojack Lane, and to charge the Hilton Local Development Corporation a total fee of \$22,819 for materials, labor & equipment costs. Be it further resolved that the work shall commence after a building permit has been issued for each lot and on a date that is approved by the Superintendent of Public Works. Trustee Gates made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

- 3 Upton Street: Mrs. Surridge stated the property foreclosure has been finalized and Mrs. Juergens has retaken ownership of the property. She is now in a position to finalize the

sale of 2,274 square feet of her property to the Village, which is in the middle of the road that connects Upton Street with Hazen Street. The Village Attorney has been authorized to finalize this transaction. The Village will be submitting a purchase offer to buy the land for \$568.50.

Superintendent of Public Works

- Intermunicipal Agreement: Mr. Tilebein noted the Intermunicipal Agreement with the Villages of Brockport and Spencerport for the video inspection equipment will expire at the end of this year. The renewal agreement was changed to make the length of the agreement from five years to ten years. He is recommending the following resolution for approval.

Resolution to renew the intermunicipal agreement with the Villages of Spencerport and Brockport for the sharing of the sewer camera and trailer for an additional 10 years. Motion made by Trustee Speer, seconded by Trustee Lee. Carried unanimously 5-0.

- Monroe County Water Authority: Mr. Tilebein reported with the recent developments on Old Hojack Lane to provide water service, he contacted MCWA with a proposal to extend service to Collamer Road. The MCWA responded they do not have funds budgeted for extending a water main on Old Hojack Lane from Collamer Road. Mr. Tilebein is recommending allowing MCWA to make the Hilton Drive meter a credit meter with the conditions set forth in the proposal.

Resolution to allow the Monroe County Water Authority to make the Hilton Drive meter a credit meter under the conditions set forth in the proposal. This will result in a savings of \$1,095.00 to the Village per year. Motion made by Trustee Horylev, seconded by Trustee Gates. Carried unanimously 5-0.

- Annual Certification of Local Highway Mileage, NYSDOT: The following is required to add the final section of Shirleen Drive to our inventory:

Resolution to accept dedication of Shirleen Drive Section 6 of Unionville Station Subdivision as a public street, but not full dedication release of the final Letter of Credit. Motion made by Trustee Speer, second by Trustee Lee. Carried unanimously 5-0.

- North Avenue Sewer: Mr. Tilebein stated Mr. Crowley has asked again about the rates for a sewer connection in Parma. The resident at 577 North Ave did not elect to connect to the previous district approved by the Village Board (2008) for the areas north of Hilton Drive. The resident now wishes to connect to that district. All the necessary materials were installed for this lot during construction. The sewer fee when his neighbors connected was \$500.00. Mr. Tilebein is recommending charging the resident the same fee as his neighbors of \$500.00.

Resolution to allow 577 North Ave to connect to our sewers for a fee of \$500.00. Trustee Gates made the motion, seconded by Trustee Lee. Carried 4-0-1. (Mayor Gurrslin abstained.)

- Recycling Truck: Mike McHenry is requesting authorization for approval to order the new recycling truck body, cab and chassis. He received two bids for the body of the truck. Cyncon Equipment submitted a bid for \$87,912.00. The other bid was from Joe Johnson for \$122,450.00. Mr. McHenry is also seeking authorization for the heavy duty cab and chassis. There was only one bid received for the cab and chassis from Regional International Corp. for \$127,198.00. The total cost for the truck is \$215,110.00. The budget amount for the truck is \$218,000.00.

Resolution to accept the bid from Cyncon Equipment for the recycling truck body for the purchase price of \$87,912.00. Motion made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0.

Resolution to accept the bid from Regional International Corporation for the recycling truck cab and chassis for the purchase price of \$127,198.00. Motion made by Trustee Lee, seconded by Trustee Gates. Carried unanimously 5-0.

Vouchers

Resolution to approve the abstract of vouchers with the following additions: Shari Pearce \$6.74, Ray Wager \$5,850.00 and Caralgio Pizza, \$42.05 Totals as follows:

General fund	\$ 37,179.83
Water fund	\$ 26,195.10
Sewer fund	\$ 84.98
Gas&Electric	\$ 175.28
Prepaid	\$ 115,376.10
T&A	\$ 9,408.05
Total	\$ 188,419.34

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

Minutes

Resolution to approve the meeting minutes of October 6, 2009 as submitted. Trustee Speer made the motion, Trustee Horylev seconded the motion. Carried unanimously 5-0.

Resolution to approve the meeting minutes of October 16, 2009 as submitted. Trustee Lee made the motion, Trustee Gates seconded the motion. Carried unanimously 4-0-1(Trustee Horylev abstained).

10 Canning Street

Discussion took place on determining a direction and price for the vacant lot on Canning Street. The Planning Board will be reviewing this application in November for subdivision approval.

The Village Board concluded to table this item and wait for the Planning Board's recommendation for this property.

Planning Services

Mrs. Surrige is requesting authorization to hire Mr. John Steinmetz for planning services on a per diem basis of \$ 90.00 per hour. This service would be on an as needed basis. The board concluded they support the recommendation, however, they would like Mr. Steinmetz to submit a written proposal to the board for their review. This item was tabled.

Newsletter Editor Rate

Discussion took place regarding the newsletter editor rate. The current rate is \$600.00 per issue. In the past the board has approved a bonus of \$100.00, making the total rate \$700.00 per issue. The board wanted to pass a formal resolution to establish a base rate for the newsletter editor.

Resolution to authorize the Newsletter Editor's rate of \$700.00 per issue. Motion made by Trustee Speer, seconded by Trustee Lee. Approved 4-1. (Trustee Horylev opposed) Trustee Horylev stated he feels the quality of work is good, however, he does not feel the job is worth \$700.00.

Safe Place Location

A discussion took place regarding making the Village Community Center a Safe Place location. The Town of Parma has approved the Town Hall as a Safe Place building. The Safe Place location allows kids to have a Safe Place if they are having problems, feeling threatened and need help. Training is required for employees that work in the safe place location. There will be a sign posted in front of the building advertising the Community Center as a Safe Place. Ms. Debbie Jones who works in the Village Office has volunteered to take the training and participate in the program.

Resolution to approve the Community Center as a Safe Place location. Motion made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0.

There being no further business, a motion was made by Mayor Gurslin to adjourn the meeting at 6:40 p.m. Seconded by Trustee Horylev, carried unanimously 5-0.

Respectfully Submitted,

Shari Pearce, Village Clerk