

**Village Board of Trustees
Meeting Minutes of February 7, 2012**

Present: Mayor Lee, Trustees Gates, Speer, Bimmler, Horylev
Village Manager, Janet Surridge
Superintendent of Public Works, Mike McHenry
Village Clerk, Shari Pearce
Code Enforcement Officer, Mike Lissow

Guests: Carm Carmestro, Tom Scheg, Dave Wright, Andrew Fowler, Shannon Zabelny

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

Public Forum

There being no public comment, the public portion of the meeting was closed at 5:01 p.m.

Code Enforcement

- School Cross Walk: Mr. Lissow reported while attending a school safety committee meeting, a request was made by a parent to add another cross walk across from the High School and a possible crossing guard. He will keep the board updated when a final decision is made.

Other miscellaneous items were discussed.

Public Work's Report

- Cambridge Road sewer backup: Mike McHenry updated the board on the recent repairs of the sewer system backup that affected 102 and 104 Cambridge Road. He explained on January 10th the sanitary sewer in front of 94 Cambridge Rd had a blockage. This caused minor damage to the unfinished basement of 102 Cambridge Rd; 104 Cambridge Rd sustained extensive damage to the finished part of the basement. Servpro, a professional cleanup company had experience dealing with these types of cleanups and was hired to perform the work. Mike McHenry noted he tried to claim this through the Village's insurance company, however, because they did not find any negligence by the Village, it was declined. After discussions with Mayor Lee and Janet Surridge, they felt a moral and ethical obligation to perform corrective actions this one time. The total cost of the repairs will not exceed \$6,400.00. The owners have been advised to install a check valve to prevent a future sewage backup.

Resolution to authorize the Treasurer to adjust the 2011-12 sewer fund budget by using \$6,400.00 from the contingency account to pay for the damages caused by the sewer backup. Trustee Speer made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Resolution to authorize the Superintendent to prepare a bid package for the supply of concrete for fiscal year 2012-13. Trustee Bimmler made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

- Street Sweeper Machine: Mike McHenry requested approval to purchase a new street sweeper for \$132,855.00 from Hudson Machinery in Nanuet, NY. The savings to the Village is between \$25,000.00 and \$30,000.00, if purchased before June. Mike McHenry reported he was offered \$5,000.00 trade-in value for our old sweeper. He declined that offer and will bring the sweeper to the spring auction where we can expect at least \$10,000.00 revenue for the sweeper.

Resolution to accept the bid from Hudson Machinery for the purchase of a new street sweeper in the amount of \$132,855.00 and to authorize the Treasurer to amend the 2011-12 budget as follows:

Increase expense A5110.2	\$132,855.00
Decrease A9010.4	14,000 (State Retirement)
A5110.4	20,000 (Road maintenance)
A1990.4	85,855 (contingency)
Increase Revenue A2660	13,000 (sale of equipment)

Trustee Horylev made the motion, seconded by Trustee Bimmler. Carried unanimously 5-0.

- GIS Mapping: Mike McHenry requested approval to hire MRB to map our sewer system. The amount will not exceed \$5,600.00; this is a budgeted item.

Resolution to hire MRB for \$5,600.00 for the GIS Mapping. Motion made by Trustee Horylev, seconded by Trustee Speer. Carried unanimously 5-0.

Other miscellaneous items were discussed.

Clerk's Report

- Election: Shari Pearce recommended the following resolution be approved for the upcoming election:

Resolution to appoint Mary Eichas Gavigan as our election inspector, who shall also serve as Chairperson, at the rate of \$10.00/hour. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

- Springbrook Software upgrade: Shari Pearce stated she has received a quote from Springbrook to upgrade to Version 7 for a cost of \$29,566.00, plus travel costs. Springbrook has discounted the price by almost \$40,000.00 from their original proposal. Shari Pearce stated Maryalice Edwards, Janet Surridge and herself will all be taking a personal webinar to view all the products being offered with the upgrade. Trustee Gates stated he is very supportive of the project and noted we have not invested in our software program for eight years and feels this is necessary to keep up with technology. He recommended putting this as a line item in the budget and discussing it at that time. The board concurred with Trustee Gates and noted they are supportive of the project as well.
- New Open Meetings Law: Shari Pearce explained new legislation has been enacted to the open meetings law. The new legislation requires that any document subject to the Freedom of Information Law as well as any new proposed resolution, law, rule, reports, policy or amendment that is scheduled to be discussed by the board during an open meeting be made available. If the government has a website, documents should be made available on the website for the public to view. The board discussed the new law and advised the clerk to make the agenda, reports and any pertinent materials available on the website prior to the meeting. Upon request, these items may be made available at the meeting for a fee, according to our fee schedule under FOIL.

Other miscellaneous items were discussed.

Village Manager

- Sign Review: Janet Surridge stated the committee has been working with our attorney and John Steinmetz to finalize the proposed language to the new law. After completion, the law will be presented for comments to the Zoning Board and some business and community people for their comments.
- 10 Canning Street: Janet Surridge relayed to the board that the prospective buyer has asked for a phase one environmental study. She noted it could cost up to \$1,500.00. She asked the board their position on paying for the study. The board concluded the buyer would be responsible for obtaining the phase one environmental study.

- Budget Calendar: Janet Surridge presented the board with the following dates to review the proposed budget for the fiscal year 2012-13.

March 12, 2012

March 20, 2012

Resolution to authorize the Clerk to advertise for the upcoming budget meetings. Trustee Bimmler made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

- 10 Canning Street/Parking Agreement: Janet Surridge reported Larry Schwind stated that we could expect the closing to take place by February 15th, assuming there are no delays or changes.
- Community Center Wi-Fi: Janet Surridge remarked that Monroe Tech has made the Village an offer to install, free of charge, the necessary devices so that the public can have wireless Internet access throughout the entire building. The only thing Monroe Tech asks in exchange is that we allow them to put up an advertising sign. Janet Surridge is scheduling a meeting with Monroe Tech and our tenants to discuss the Internet sites that should be blocked for children.

Five Year Goals

Trustee Speer brought this item up for discussion to roundtable some project ideas on what the board would like to see happen in the next five years. Trustee Speer gave some of his ideas, such as, renovating the community center, possibly updating the gym, installing air conditioners similar to the Village Office. He feels the community center is the hub for the Village and we should invest in this for the residents.

Trustee Speer also suggested we could look into providing a Monroe County Sheriff dedicated police car for certain times of the year and areas for the Village. Another suggestion was to possibly build another lodge, similar to the Jennejahn Lodge. The board concluded there should be a special meeting to discuss these projects.

Resolution to hold a special meeting on February 21, 2012 to discuss future projects. Trustee Speer made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Local Law Public Hearings

Mayor Lee opened the public hearing at 6:00 p.m. for public comments to consider Local Law #1, 2012. There being no comments, the public hearing was closed at 6:01 p.m.

Proposed Local Law #1, 2012
Amending Chapter 24 of the Zoning Local Law

- Section 1: Delete Section 24-302 (C) (5), (Residential District) in its entirety.
- Section 2: Delete Section 24-302 (D)(7), (Residential District) in its entirety.
- Section 3: Delete Section 24-308 (G), Planned Residential District, in its entirety.
- Section 4: Delete Section 24-309 (D) (3) (g), Planned Residential District Senior, in its entirety.
- Section 5: Delete Section 24-309 (G), Planned Residential District Senior, in its entirety.
- Section 6: Delete Section 24-310 (D)(5)(g), Limited Commercial District in its entirety.
- Section 7: Amend Section 24-310 (D), Limited Commercial District, Dimensional requirements, by adding the following: “#8: All development shall employ building and site design standards to ensure compatibility with adjacent residential development.”
- Section 8: Amend Section 24-311 (D)(4), Central Business District, Dimensional Requirements, by deleting the words “but no greater than 3 stories or 45 feet high”.
- Section 9: This local law shall become effective upon publication and filing with the Secretary of State.

Resolution to approve Local Law #1, 2012 as proposed. Trustee Horylev made the motion, seconded by Trustee Bimmler. Carried unanimously 5-0.

Mayor Lee opened the public hearing at 6:01 p.m. for public comments to consider Local Law #2, 2012. There being no comments, the public hearing was closed at 6:02 p.m.

Proposed Local Law #2, 2012
Elimination of Zoning Districts

- Section 1: In that the Flood Hazard Protection District is not presently utilized and is no longer required, Chapter 24, Article III, Section 24-301 is hereby deleted in its entirety. Section 24-301 is hereby reserved for future use.

Section 2: In that the R-2 Residential District is not presently utilized and is no longer required, Chapter 24, Article III, Section 24-303 is hereby deleted in its entirety. Section 24-303 is hereby reserved for future use.

Section 3: This local law shall become effective upon filing with the Secretary of State.

Resolution to approve Local Law #2, 2012 as proposed. Trustee Speer made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

Mayor Lee opened the public hearing at 6:03 p.m. for public comments to consider Local Law #3, 2012. There being no comments, the public hearing was closed at 6:04 p.m.

Proposed Local Law #3, 2012 Amending Chapter 2A, Architectural Design District

Section 1: Section 2A (2) Definitions, is hereby amended by deleting the definition of “Architectural Design District” and replacing it with the following: “All properties in the Village of Hilton that are zoned C-Commercial; I-Industrial; LI-Light Industrial; LCD-Limited Commercial; CB-Central Business District.”

Section 2: Section 2A (4) (A), Changes in exterior architectural features prohibited, is amended by deleting the words “and signs” in the first sentence.

Section 3: Delete Section 2A (5)(B)(6), Certificate of approval required, in its entirety.

Section 4: This local law shall become effective upon publication and filing with the Secretary of State.

Resolution to approve Local Law #3, 2012 as proposed. Trustee Speer made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Minutes

Resolution to approve the meeting minutes of January 3, 2012 as submitted. Motion made by Trustee Bimmler, seconded by Trustee Speer. Carried unanimously 4-0-1 (Trustee Horylev abstained).

Vouchers

Resolution to approve the abstract of vouchers with the following additions: RWV Home Specialties, \$1,500.00. Totals as follows:

General fund	\$	54,910.59
Water fund	\$	26,151.75
Sewer fund	\$	5,950.51
Gas&Electric	\$	2,412.93
Prepaid	\$	137,592.03
T&A	\$	13,721.39
Total	\$	240,739.20

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

Executive session

Resolution made by Trustee Horylev to enter into executive session to discuss a personnel matter. Trustee Bimmler seconded the motion. Carried unanimously 5-0.

Resolution made by Trustee Speer to exit out of executive session. Trustee Gates seconded the motion. Carried unanimously 5-0.

There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Shari Pearce, Village Clerk