

**Village Board of Trustees
Meeting Minutes of March 6, 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

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

Public Forum: There were no comments from the public. The public portion of the meeting was closed.

Code Enforcement

- 43 Peach Blossom Rd South: Mike Lissow reported this home has been vacant for over two years. He noted we may have to proceed with an eminent domain action in the near future. The home could have a significant amount of mold, the floor is spongy from all the water damage, the roof is rotted and overall the house is becoming a safety hazard. . Mike Lissow stated he would like the board to be aware of the situation and acknowledge he and Janet Surridge will be working with the Village attorney to gather information and will report back to the board with their recommendation on how to proceed.

Resolution to attend required Fire Marshall training located in Webster for two days for a cost of \$150.00. Trustee Speer made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

- Zoning Board: Mike Lissow stated a representative from Benderson Development and Tops Supermarket will be coming before the board at their next meeting for Architectural Review. He noted that the Vice-Chairman of the Board is in the hospital and the Chairperson is out of town for the month. There may be a possibility that there will be no chairperson to run the meeting. Discussion followed.

Resolution to appoint Michael Lissow to fill the second alternate position on the Zoning Board of Appeals and his term of office shall expire on March 31, 2012. Trustee Gates made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Resolution that if the Zoning Board Chairman and the Vice Zoning Board Chairman are both absent from the same meeting, the Village Board of Trustees hereby designates that Mike Lissow shall substitute and act as Zoning Board Chairman in their absence. Such designation shall be entered into the minutes of the initial Zoning Board of Appeals meeting at which the substitution is made. When so designated, Mr. Lissow shall possess all the powers and responsibilities of such a member of the board. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

Public Work's Report

- Annual tree trimming: Mike McHenry noted the crew has completed the annual tree trimming. The crew paid particular attention to the Peach Blossom and Underwood Ave area. At the completion of this year's annual trimming, the crew will have attended to every street tree in our inventory over the last three years.
- Emerald ash borer task force: Mike McHenry remarked there is a task force being developed to discuss what approaches the towns and villages will take to deal with the disease of these trees.
- Purchase flags: Mike McHenry requested permission to purchase 30 poles and 80 flags for replacements that are seasonally mounted to the utility poles in the central business district. The cost will not exceed \$1,260.00.

Resolution to purchase flags and poles at a cost not to exceed \$1,260.00. Be it further resolved that the 2011-12 budget is hereby amended as follows: Decrease A5110.4 and increase A8510.4 for \$1,260. Motion made by Trustee Horylev, seconded by Trustee Bimmler. Carried unanimously 5-0.

- 95 gallon totes: Mike McHenry requested permission to purchase 99 totes for a price not to exceed \$5,500.00. He noted by purchasing the totes now, he can save \$1,500.00. The totes were scheduled to be purchased in the 2012-13 budget year.

Resolution to authorize the Superintendent to purchase 99 totes at a cost not to exceed \$5,500.00. Be it further resolved that the 2011-12 budget is hereby amended as follows: Increase A8160.4 and decrease A5182.4 for \$5500. Motion made by Trustee Horylev, seconded by Trustee Gates. Carried unanimously 5-0.

- Concrete bid: Mike McHenry stated he received one bid for concrete for the next year. The only bidder was Northrup Concrete with a price of \$94.00/sq yd. He is very happy with this price and recommended the board accept the bid.

Resolution to award the bid for concrete at a price of \$94.00/sq yd to Northrup Concrete for the 2012-2013 year. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0.

- Jennejahn Lodge: Mike McHenry stated we have had several problems with the lodge's front door and he recommended replacing the door. The monies would come out of the park savings account and the cost would not exceed \$2,000.00 for the door.

Resolution to authorize the Superintendent to purchase a new front door for the Jennejahn Lodge at a cost not to exceed \$2,000. Be it further resolved that the Treasurer is authorized to revise the 2011-12 budget to pay for this expense by using the money in the park savings account. Motion made by Trustee Horylev, seconded by Trustee Bimmler. Carried unanimously 5-0.

Clerk's Report

- Website Update: Shari Pearce reported there will be a new work order feature on the website; this will give residents one more way to contact the office for work order requests, inquiries, comments or even complaints. She believes this is one more convenience we can offer residents. The form will be displayed on the website within the month; there is no additional cost to have this created.
- Proposed Local Law #4, 2012: Shari Pearce stated Larry Schwind, Village Attorney, has prepared a local law for the board to consider. The proposed law's intent is to promote safety and general welfare of the citizens of the Village of Hilton. She stated the next step would be to schedule a public hearing. The proposed law reads as follows:

Proposed Local Law for Temporary Restriction of Parking

Purpose and intent:

It is the purpose and intent of the article, to promote safety and general welfare of the citizens of the Village of Hilton, to authorize the Village Board, without public hearing to temporarily block or restrict traffic and/or parking on Village streets, in order to allow a neighborhood block party, celebration, festival or event.

Temporary closing of or limitation on public ways.

The Village Board, without public hearing shall be and is hereby empowered to direct the Superintendent of Public Works to temporarily close any Village street, or any portion thereof, or to limit, restrict or prohibit traffic and/or parking thereon for the purpose of allowing a neighborhood block party, celebration, festival, event or the like on or around such Village street, and, upon the direction of the Village Board, the Superintendent of Public Works shall be empowered, before, during and after such block party, celebration, festival, event or the like, to block such street or streets so that no motor vehicle would enter upon such streets, except emergency vehicles, as defined in the Vehicle and Traffic Law, to post prohibitions and/or limitations on traffic and/or parking on such street, and may provide detour signs for vehicular traffic at such time and upon such conditions as may be deemed by the Village Board to be applicable and appropriate to the situation,

Resolution to authorize the Clerk to schedule a public hearing for Local Law #4, 2012 for May 1, 2012 for temporary restriction of parking on all Village owned streets. Trustee Speer made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Village Manager

- Shared Services: Janet Surridge recommended approving the following resolution to support the joint salt shed project and to apply for a State grant, which is being prepared by Labella Associates. The grant writing services will cost \$6,000.00 and the Village's share is 10%, which is \$600.00. This is a budgeted expense.

Resolution at the meeting of the Village Board of the Village of Hilton held on March 6, 2012 the following resolution was moved by Trustee Horylev, seconded by Trustee Speer and adopted by vote of the Village Board, 5-0.

1. The Village Board of the Village of Hilton agrees that the Village of Hilton will serve as one of the Co-Applicants for a Local Government Efficiency grant application for the 2011-2012 Local Government Efficiency Grant Program Year and hereby authorizes Village Manager Janet Surridge to execute all financial and/or administrative processes relating to the grant program.
2. The Hilton Village Board's authorization is with the understanding that the Parma Town Board has agreed to the Town of Parma serving as the Lead Applicant, and that the Hilton Central School District and Hilton-Parma Fire District have also agreed to serve as Co-Applicants, and that the governing boards of the Lead Applicant and the other Co-Applicants have authorized the chief executive officer and/or designee of their respective

local government entities to execute all financial and/or administrative processes relating to the grant program.

3. The project is titled the *Hilton-Parma Shared-Use Salt Storage Shed Project* and will involve the joint construction of a shared-use, salt storage shed that will be utilized by the Village of Hilton, the Hilton Central School District and the Hilton-Parma Fire District.
 4. The Town of Parma, the Lead Applicant, and the Village of Hilton, the Hilton Central School District, and the Hilton-Parma Fire District, as Co-Applicants, will apply for an Implementation Grant of \$303,300 and will provide local matching funds equal to the amount of the Local Government Efficiency grant funds being requested which represents 50 percent of the project cost.
 5. The Town of Parma, the Lead Applicant, will contribute \$234,640 as its share of the local matching funds.
 6. The Village of Hilton, the Co-Applicant, will contribute \$29,330 as its share of the local matching funds.
 7. The Hilton Central School District, a Co-Applicant, will contribute \$29,330 as its share of the local matching funds.
 8. The Hilton-Parma Fire District, a Co-Applicant, will contribute \$10,000 as its share of the local matching funds
 9. The Village of Hilton, a Co-Applicant, will work with the Town of Parma, the Lead Applicant, and the Hilton Central School District and the Hilton-Parma Fire District, the other Co-Applicants, to prepare and execute an intermunicipal agreement setting forth the individual responsibilities relating to the construction, operation, maintenance, and repair of the salt storage shed including the ordering and utilization of the road salt and the allocation of costs therefore.
- Discussed sidewalk extension on Upton Street and Canning Street: Discussion took place regarding developmental plans for 10 Canning Street. No action was taken.
 - Radio station: Janet SurrIDGE stated a meeting took place with representatives from the School District, Village and Rick Jordan, who is promoting this idea. Superintendent of Schools, Dave Dimbleby, was very intrigued and will be researching if the communications room at the high school could be of use for this type of endeavor. Mr. Dimbleby will also inform the school board this month on the idea of creating a radio

station. The board determined they would like a proposal to determine the scope of work and the cost to create a radio station before moving forward.

- DPW addition: Janet Surridge discussed the financing strategy that the Board adopted in 2010 when this addition was built. We used money in the Municipal Electric Fund to pay a portion of the costs and at that time the Board went on record stating it was only a loan and that eventually the General Fund would repay it. In order to prepare the 2012-13 budget, Mrs Surridge stated we need to determine how much money we should try to repay next year, or we can pass a resolution declaring that the loan will not be repaid. Lengthy discussion followed. Trustee Speer felt that it isn't ethical to use Electric Fund money for a General Fund purpose. Before the Board makes a decision, Mrs Surridge was asked to contact the NY Conference of Mayors for legal advice.

Minutes

Resolution to approve the meeting minutes of February 7, 2012 as submitted. Motion made by Trustee Horylev, seconded by Trustee Speer. Carried unanimously 5-0.

Resolution to approve the meeting minutes of February 21, 2012 as submitted. Motion made by Trustee Horylev, seconded by Trustee Bimmler. Carried unanimously 5-0.

Vouchers

Resolution to approve the abstract of vouchers as presented: Totals as follows:

General fund	\$	45,933.00
Water fund	\$	26,990.29
Sewer fund	\$	3,138.35
Gas&Electric	\$	1,422.88
Prepaid	\$	146,459.28
T&A	\$	14,167.00
Total	\$	238,110.80

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

Zoning Board

Discussion took place regarding the alternate Zoning Board member's salary versus the regular member's salary. A letter has been received by Tom Scheg, who is a member on the Zoning Board. He feels the alternate member should have the same salary as a regular board member. The alternate has the same preparation for a meeting as a regular member. The board discussed

and determined they are in agreement to change the alternate member's salary to reflect a regular member's salary.

Resolution that the alternate Zoning Board member would be compensated the same rate as a regular member. Trustee Horylev made the motion, seconded by Trustee Bimmler. Carried unanimously 5-0.

Employee Negotiations

The Board reviewed the feedback we have received from the employees regarding wage increases and benefit changes. Mayor Lee stated he plans on meeting with each employee individually to discuss their comments and requests.

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