

**Village Board
Meeting Minutes of
November 4, 2014**

Present: Mayor Lee, Trustees, Fowler, Gates, Speer, Zabelny
Village Manager/Clerk, Shari Pearce
Village Treasurer, Maryalice Edwards
DPW Superintendent, Mike McHenry
Code Enforcement Officer, Mike Lissow
Deputy Clerk, Amy Harter

Guests: Recreation Director, Tom Venniro Nancy Kuhn, Jim Smith, Colt Baccaro,
Kelly Baccaro, Mike Yaeger

Mayor Lee called the meeting to order at 5 p.m. with the pledge of allegiance followed by a moment of silence.

Town of Parma

Jim Smith was present to discuss this year's upcoming budget. The board was interested in knowing why the village tax rate did not revert back to the 2012 rate. The Town indicated last year that this was a one-time increase to the Village residents based on the recommendations of their audit. Mr. Smith agreed that the Village Board was told the rate would be lowered, however, he explained that expenses in the Town have increased, the tax cap and freeze has altered their plan, therefore the rate could not be lowered as expected. Most of these expenses he noted were related to their facilities and Highway department.

Trustee Gates spoke about the Food Shelf. It is used for the Hilton- Parma community; however it is being funded by the Village. Supervisor Smith stated it would be fair for Parma to contribute and bring this up as an agenda item for his next board meeting

Recreation

Tom Venniro thanked the DPW for their assistance with Halloween parade. He updated the board on upcoming events.

Code Enforcement Officer

42 Peach Blossom Road South: Mike Lissow reported the demolition work is complete; the fence around the lot will be removed soon. There has been no contact from the property owner.

Floodplain: Mike Lissow and Mike McHenry met with Kathryn Friedman from the University of Buffalo. Ms. Friedman was hired through the grant to interview municipality staff regarding future planning. There is a meeting scheduled on Wednesday, November 5th to discuss monitoring the depth of Salmon Creek. Mike McHenry explained it is to show why the west side of Monroe County is more prone to flooding, especially in our area.

St. Leo's lighting: Mike Lissow reported a letter has been sent to the church, noting the adjustments made. The issue is ongoing and he is working on an agreement to be acceptable for both sides. *A copy of this letter is included in the end of the minutes.*

Treasurer

Village Tax relevy: Maryalice Edwards reported the last day to accept Village tax payments in our office was October 31, 2014. At this time, she will surrender the unpaid 2014-2015 village taxes to Monroe County for reimbursement.

Resolution to relevy the Village Taxes in the amount of \$12,503.81 to the Monroe County Treasury to receive reimbursement, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Water Tower lease: At the October meeting, Maryalice announced Nextel is terminating their lease with the County for their equipment placed on the water tower. They must remove the equipment. Mrs. Edward is seeking to receive rent due for September, October and November 2014.

GFOA Seminar: Maryalice Edwards reported NYS Government Finance Officers' Association is offering a one day seminar on December 11th. She is requesting authorization for her and Shari Pearce to attend at a cost of \$90 per person.

Resolution to authorize Village Manager, Shari Pearce and Treasurer Maryalice Edwards to attend a one day seminar on December 11th hosted by GFOA in Pittsford at a cost not to exceed \$180.00. Trustee Fowler made the motion, seconded by Trustee Speer. Carried unanimously, 5-0.

Telephone Lines: Maryalice Edwards is working with Frontier to bundle our phone lines. By doing so, the Village will save approximately \$75/month, which equates to \$900 annually. We cannot bundle the two lines that are at the DPW, as they are located off-site.

Resolution to amend the 2014-15 budget to recognize the donations for the Veteran's Wall as follows:

Increase Revenue A2705	\$703.50
Increase Expense A1210.4	\$703.50

Motion to approve the 2014-2015 budget for donations to the Veteran's Wall made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Superintendent Report

Community Center: Mike McHenry reported Assistant Superintendent, Keith Brown, is waiting for the contracts from Monroe County in order to proceed with the grant. We have been notified that we have been awarded a grant to install handicap accessible doors at the north entrance.

Salt Facility: The majority of the storm sewer has been completed with the exception of the weep pipe. The fence work has been completed and the residents' yards have been graded and seeded, the berm is not yet done.

Creek Crossing: The property owner, Jack Howitt, has requested the Village accept the dedication of the sanitary sewer, storm sewer main and water main. This parcel is unique as the roadways are private, therefore the Village does not maintain the streets or collect refuse.

Resolution to accept dedication from the Creek Crossing owner asking dedication of the sanitary sewer, storm sewer main and water main and stormwater management pond. Trustee Speer made the motion to accept dedication from Creek Crossing, seconded by Trustee Zabelny. Carried unanimously 5-0.

Public Comment

Mayor Lee opened the public forum for comment at 5:58 p.m. There was no response from those in attendance. The public forum was closed at 5:59 p.m.

Manager's Report

Dance Lease: The owner of the dance studio requested that her two rooms be re-measured for accuracy. After re-measuring, there was a difference of 50 square feet less than what was indicated on the lease. The owner inquired on a possible refund. Shari Pearce spoke with our attorney regarding this matter and his opinion is no refund is due, the lease specifically states the rental amount per month and that all square footage was approximate.

Also at last month's meeting, discussion took place on charging the dance studio \$300.00 extra for the waiting rooms for the parents, which included rooms 7B and 4B. The business owner stated her business cannot afford the extra charge and has asked if there is another option. Shari would like to research other options and report back to the board next month. The board agreed.

Health Care: Shari Pearce stated she received the rate increase for the health insurance plans for 2015, which is 14%. She presented a proposal to possibly save on health care costs for the Village. She and Mike McHenry are proposing to only reimburse 80% of the deductible to each employee that expends those costs. There was a power point presentation on the entire proposal. The board is in favor of Shari Pearce and Mike McHenry presenting this to the employees for their opinion. This item was tabled until the next meeting.

Legislative Meeting: Shari spoke about the upcoming meeting in Albany on November 17th. There is no fee for the meeting and Municipal Officials are strongly encouraged to be present. Shari is recommending she and Maryalice Edwards attend.

Resolution to authorize Shari Pearce and Maryalice Edwards attend the Legislative Priorities Meeting in Albany on November 17th at a cost not to exceed \$110.00 for one nights lodging including meals. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Special Police: Trustee Speer stated the general orders have been completed; therefore a meeting including the full committee can be scheduled. Shari Pearce will call a meeting.

Worker's Compensation: Shari reported she will continue to act as Vice Chair of the committee. The Village of Webster has acknowledged their desire to join the group. There are many others looking to join, however, not all meet the strict criteria required for membership.

Special meeting: Shari Pearce would like to conduct an additional meeting to discuss the disbursement of the electric funds. The board would like to meet in January.

Ingham Room: Shari explained our tenant; Life Quest Community Church has volunteered to paint the room after the holidays. Ceiling tiles will be painted by the DPW prior to painting. Trustee Zabelny suggested a hold harmless agreement be signed by each volunteer prior to work.

Vouchers

Trustee Fowler made the motion to approve the vouchers including \$211.53 for Hilton Napa Auto Parts and \$41.69 Mountain Glacier, seconded by Trustee Gates. Carried unanimously 5-0.

Prepaid	\$ 10,292.14
T&A	\$ 17,575.12
General	\$ 56,828.09
Water	\$ 30,113.97
Sewer	<u>\$ 64,082.00</u>
 Total	 \$ 178,891.32

Minutes

Trustee Speer made the motion to approve the October 7, 2014 minutes as submitted, seconded by Trustee Zabelny. Carried unanimously 5-0.

Discussion

Smoking Policy: Mayor Lee suggested the Community Center property grounds become smoke free. The board discussed several scenarios to accomplish this goal and the possible downside to this action. Shari Pearce will research this idea and report back to board at the next meeting and Mike McHenry will investigate the cost of signage.

Drug Collation: Mayor Lee reported a group has formed to promote awareness of the drug abuse problem in our area. There will be meetings in the Community Center on a regular basis and are open to the public. The meetings are likely to be held on Mondays at 6 p.m., a schedule is forthcoming. Everyone is encouraged to attend.

Disposal of prescription medication: Mayor Lee explained there is a disposal site for medication located at the Town of Ogden. Regulations require disposal sites must be located at police stations for security purposes. This information will be placed on our website.

Adjournment

There being no further business, the meeting adjourned at 7:15 p.m. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk
Patrick Malgieri
Attorney
Harris Beach PLLC

Patrick,

As you know the Village of Hilton has been meeting with representatives from St. Leo's Church, including yourself, as well as the Holden's to discuss and hopefully resolve the light issue in the parking lot. We appreciate the effort by all to meet and work on a resolution. I have had a chance to talk to both Trustee's that were present and I also stopped on two separate occasions to look at the changes that were discussed and implemented by the Church. We appreciate the Church's willingness to look into these changes and implement them. The work that was done on the light (deflector) at the top of the pole at the north side of the parking lot and with the light turning off at 10:00 p.m. has corrected the issue from that light and therefore considered corrected. The light fixture near the walkway on the west side of the parking lot had the angle of projection lowered; however this change did not significantly alter the direction of the light beam. I believe the hope was for this fixture to be turned a little to the south. I did spend a considerable amount of time in the parking lot taking meter readings of the entire north end of the parking lot and realized there is significant light towards the middle. This one fixture in question may be able to be removed not causing any changes to the brightness of the area and used in a different area that has insufficient lighting, possibly along the north driveway facing south, this area is completely dark at this time. Once again the Village appreciates the willingness of the Church to work on a resolution and we would be willing to discuss other options that you may have. We understand the safety concerns and believe we can still come to a fair compromise for all. Please let me know.

Thank you
Mike Lissow