

**Village Board
Meeting Minutes of
January 6, 2015**

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

Members Absent: Mike McHenry

Guests: Recreation Director, Tom Venniro, Supervisor Jim Smith, Stevie Adams

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

Supervisor Jim Smith reported the Town is continuing to put the recommendations into place provided to them after the State audit was conducted.

The Town of Parma Historian, Don Stilson, has recently resigned. The Town Board is seeking a replacement and is interested in hiring David Crumb, current Village Historian. Supervisor Smith commented David is an excellent fit and could maintain both positions. Mr. Crumb has expressed interest and would remain as the Village Historian. The Village Board is in favor of this action.

Solar Energy: Supervisor Smith reported that New York State is strongly supporting solar power. The Town of Parma will be holding a seminar on March 4, 2015 at the Town Hall for the public to obtain information on rooftop solar technology and the various grants and incentives available for them.

Food shelf: At the November 4, 2014, the board discussed sharing expenses with the Town of Parma as it utilized by Town and Village residents. Mayor Lee asked Supervisor Smith if the Town of Parma's share, \$1000.00, is forthcoming. Mr. Smith will check on the payment.

Recreation lease: Shari Pearce explained that the Village will be working on an Intermunicipal Agreement with the Town of Parma regarding the Recreation Department's use of space within the Community Center. Currently, there is a traditional lease with Parma. Shari explained the benefits of an Intermunicipal Agreement, which allows for more flexibility, and is another example of shared services. Supervisor Smith agreed and asked that Shari and Tom Venniro work out the details.

Recreation

Tom Venniro, Recreation Director, updated the board on Recreation's upcoming events. The Board discussed the plans to relocate their storage within the Community Center.

Resolution to re-appoint John Barclay to the Hilton Parma Recreation Commission to a four year term to expire 12/31/2018. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously 5-0.

Code Enforcement Report

Resolution to authorize Pat Hollenbeck and Shelly Kordish to attend the 2015 Land Use decision making training program at a cost not to exceed \$80.00, which includes dinner. This satisfies their requirement for training. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

62 East Avenue: Mike Lissow explained he recently met with the property owner, Mrs. Viola Cicotti. A handicap ramp was constructed for this parcel that sits on Village property. A written agreement is on record allowing the ramp under the condition that once it is no longer necessary, it will be removed. At that time, a door was also installed. Mrs. Cicotti is seeking approval to retain the door, a landing, and steps so they may continue utilizing this as an entrance. Mike Lissow advised the board along with the existing, approved handicap ramp, there is an air conditioning unit that services 62 East Avenue that sits on Village property. Mike Lissow provided a tape map dated 1968, which depicts this unit. There is no known agreement for the a/c unit, or the year when it was installed. The board's consensus is to require the ramp be removed, as stated in the agreement, *and* the air conditioning unit must be removed if the property transfers ownership. Mike Lissow will inform Mrs. Cicotti of the board's decision. It was noted during the discussion, there is also an agreement on file between Mrs. Cicotti and the Village for a parking lot to the east that is also on Village property. This matter is not part of this current discussion.

Creek Crossing Townhouses: Mike Lissow reported, Jack Howitt, has requested a reduction in the assessment of his property. Mr. Howitt owns this rental complex located on Marple Lane. Mr. Howitt recently contacted Town Assessor, Don Wells, with this request. There will be a meeting between Mike Lissow, Don Wells and Jack Howitt to discuss the request.

Village II Apartment Fire: Mike Lissow explained there was an apartment fire on December 3, 2014 that caused extensive damage. This unit is uninhabitable and undergoing repairs. Three other apartments in the building suffered smoke damage but are habitable.

St. Leo's lighting: Mike Lissow reported this issue is closed. Both parties involved are satisfied with the outcome.

Subdivision of land: Property located to the east of Merton Williams Middle School, owned by the Hilton Central School District is proposed to be sold to three property owners along Hale Haven Drive. A public hearing will likely be held at the March Village Board meeting.

Public Forum

Mayor Lee opened the public forum at 6:00 p.m.

Stevie Adams was present from the Nature Conservancy, to discuss flooding and drainage issues in our area. Recently, a stream gage has been placed in Northrup Creek at Peck and Bailey Roads in Parma. The Nature Conservancy is relying on citizens to help collect data by reading the gage and sending a text message including the measurement and gage number to 716-218-0282. The board was supportive of this program and encouraged Ms. Adams to update the Village on the progress.

The public forum was closed at 6:21 p.m.

Treasurer's Report

Resolution: In accordance with Section 802 (A) (4) of the Employee Handbook for health insurance, the Village Board hereby establishes that for calendar year 2015, the Village of Hilton will contribute 80% of the annual deductible amount for active full time employees and 100% for eligible retired employees. The Treasurer is authorized to deposit the Village's share into the employee's health saving accounts according to the following schedule: Within the first week of January the employees shall receive a pro-rated share for the months of January through May 31st; within the first week of June, the employees shall receive the balance of the Village's contribution. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Water tower rent: Maryalice Edwards reported the tenant is in arrears from November through January, payment is forthcoming.

Superintendent's Report

Community Development Block Grant: Keith Brown explained the grant for the handicap door project at the north end of the Community Center requires approval by the Village Board, including a notarized signature from Mayor Lee.

Resolution to accept the Community Development Block Grant contract, from Monroe County in the amount of \$20,850.00. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Resolution to authorize the DPW Superintendent to order 62 replacement US flags for the utility poles along East Avenue, Main Street, West Avenue and South Avenue, at a cost not to exceed \$800.00. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Resolution to renew the Monroe County All Seasons Agreement for 2015. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Parma View Lift Station: Keith Brown explained the pump is becoming unreliable. Mike McHenry felt it was necessary to order one immediately as the turnaround time is 6-9 weeks. Mike placed the order prior to the meeting after speaking to Trustee Gates who agreed the action was necessary.

Storm Water Training: There will be four employees attending required training for erosion and sediment control. This is a four hour session endorsed by the NYSDEC to be held on January 27th at the Greece Town Hall. The fees are waived for the Village, as we belong to the Stormwater Coalition. The employees are: Keith Brown, Mike McHenry, Mike Lissow and Jeff Pearce.

Monroe County Health Department: The Health Department met with Mike McHenry, Shari Pearce and Amy Harter and discussed a number of water related topics including back flow devices, annual water quality reports and regulations.

Manager's Report

Service Award: Mike Lissow was presented with a certificate for 25 years of service with the Village.

Resolution to accept the 2015 Holiday schedule as presented. Motion made by Trustee Gates, seconded by Trustee Zabelny. Carried unanimously 5-0.

Village of Hilton
Holidays 2015

Holiday	All Departments Closed	Refuse & Recycling
New Year's Day	Thursday January 1 st	Friday January 2 nd
Martin L. King	Monday January 19 th	Tuesday January 20 th
Presidents Day	Monday February 16 th	Tuesday February 17 th
Good Friday	Friday April 3 rd	Not Applicable
Memorial Day	Monday May 25 th	Tuesday May 26 th
Independence Day	Friday July 3 rd	Not Applicable
	Monday July 6 th	Tuesday July 7 th
Labor Day	Monday September 7 th	Tuesday September 8 th
Columbus Day	Monday October 12 th	Tuesday October 13 th
Veterans Day	Wednesday November 11 th	Thursday November 12 th
Thanksgiving	Thursday November 26 th	Wednesday Nov. 25 th
	Friday November 27 th	Not Applicable
Christmas	Friday December 25 th	Not Applicable
New Year's Day 2016	Friday January 1 st	Not Applicable

Resolution to authorize the Village Manager and Treasurer to attend the Winter Legislative meeting on February 8th in Albany at cost not to exceed \$1000.00. Motion made by Trustee Gates, seconded by Trustee Fowler. Carried unanimously 5-0.

Special Police: Trustee Speer updated the board on the recent happenings for the proposal of a creation of a Special Police unit. The topics discussed were: Inter-municipal agreements, insurance requirements and publicizing their intended responsibilities to the community.

Community Center: Shari Pearce reported that Mayor Lee has placed Shari and Keith Brown in charge of maintenance. LifeQuest Church will be painting the walls in the Ingham Room. Trustee Gates suggested having a painter provide a quote to spray paint the drop ceiling. Shari will acquire a recommendation from the school district's Building and Grounds Department to obtain a quote.

NYCOM: Shari Pearce explained that the Association of Monroe County Mayors are working together to create a press release to the public regarding the benefits of Village government.

Budget meeting dates: Shari Pearce asked the board to consider the following meeting dates for the 2015-2016 budget: 3/17, 3/19, 3/24.

MRB Group Grant Consultant: A quarterly report has been distributed to the board regarding the grant research they are conducting for the Village. There is a walk thru of the Community Center and DPW with NYSERDA in mid-January. It appears NYSERDA may offer the best opportunity for grant funding.

HDK: Shari Pearce updated the board on the most recent activity regarding the closing of this property. Mr. Jeurgens claims he is ready to close, however, he has had no communication with Ken Sixt. The board agreed not to close until all issues have been worked out between Mr. Juergens and Mr. Sixt.

Vouchers

Trustee Fowler made the motion to approve the vouchers including: Donna Curry Receiver of taxes \$891.24, Assoc. of Historians \$25, Fire Marshals & Inspectors \$45, Mountain Glacier \$24.66, ScenicView \$400, the motion was seconded by Trustee Speer. Carried unanimously 5-0.

Prepaid	\$13,749.28
T/A	\$20,290.40
General	\$22,607.57
Water	\$31,087.25
Sewer	<u>\$ 1,123.39</u>
Total	\$88,857.89

Minutes

Trustee Speer made the motion to approve the November 4, 2014 meeting minutes as presented, seconded by Trustee Fowler. Carried unanimously 5-0.

Trustee Fowler made the motion to approve the December 2, 2014 meeting minutes as presented, seconded by Trustee Gates. Carried unanimously 5-0.

Discussion

Mayor Lee reported the prescription drug drop off program that was held at Tops December 20, 2014 was a success.

Mayor Lee thanked all that were involved with the Christmas Tree lighting event, there were over 800 participants and new activities were offered. The office received many positive responses from the public.

Salvation Army: \$13,000 was raised for the Community with the Red Kettle Campaign. There were 640 volunteer hours put in. All of the donations collected will be distributed within the Hilton, Parma and Hamlin area.

ZBA Update: Trustee Zabelny reported the Zoning Board of Appeals granted a Conditional Use Permit to Second Time Treasures allowing outside sales for five items or less at one time. 100 Old Hojack Lane will be reviewed in six months for the auto dealership.

Trustee Gates will be out of town as of January 11, 2015 returning March 1st.

Adjournment

Trustee Fowler made a motion to adjourn the meeting at 8:15 p.m., seconded by Trustee Zabelny. Carried unanimously 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk