

**Village Board
Meeting Minutes of
July 5, 2016**

Present: Mayor Lee, Trustees, Burritt, 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: None

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

Code Enforcement

Code Enforcement Report: Mike Lissow reported that the Zoning Board of Appeals discussed electronic signs and agreed to leave the code as it is currently. Those interested in installing one will require a variance. The ZBA will review each case individually. An application will be before the ZBA at the July meeting.

Sciortino Developers: All approved building lots have been sold within Unionville Station. Information has been provided to the Town of Parma to build another subdivision to the south of Unionville Station by Mr. Sciortino.

Treasurer's Report

Resolution: to authorize the Treasurer to amend the 2015-2016 as follows: Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Increase:			Decrease:		
A1325.10	Office Personnel	\$1,044.87	A1325.4A	Office Supplies	-\$902.61
A1325.20	Office Equipment	\$1,434.97	A1325.4H	Office Telephone	-\$142.26
A1910.40	Unallocated Insurance	\$2,495.66	A1325.4H	Office Telephone	-\$98.37
A3620.10	Bldg. Personnel	\$450.38	A1325.4I	Office Internet	-\$1,336.60
A3620.40	Bldg. Misc.	\$298.40	A1325.4E	Office Insurance	-\$2,495.66
A8010.40	Zoning Bd. Misc.	\$398.93	A1620.4F	Com Ctr. Supplies	-\$450.38
A5110.10	Street Personnel	\$5,699.02	A1620.4F	Com Ctr. Supplies	-\$298.40
A5110.20	Street Equipment	\$47,919.82		Zoning Bd.	
A7110.10	Park Personnel	\$2,081.88	A8010.10	Personnel	-\$398.93
A8189.10	Refuse Personnel	\$293.64		Street	
F8340.10	Personnel	\$1,447.80	A5110.4A	Maintenance	-\$5,699.02
F8340.40	Water Distribution	\$2,100.00		Transfer to	
G1440.40	Sewer Engineering	\$1,068.99	A19950.9	Reserve	-\$45,000.00
G8120.10	Personnel	\$593.34		Street	
G8120.40	Sewer Maintenance	\$3,568.09	A5110.4A	Maintenance	-\$2,919.82
			A5410.10	Snow Personnel	-\$2,081.88
			A8189.4D	Refuse Misc.	-\$293.64
			F8320.40	Purchase of water	-\$1,447.80
			F8320.40	Purchase of water	-\$2,100.00
			G8120.20	Sewer Equipment	-\$1,068.99
			G8120.20	Sewer Equipment	-\$593.34
			G8120.20	Sewer Equipment	-\$3,568.09

Resolution: to re-appropriate \$10,000 from 2015-16 budget and amend the 2016-17 budget for the Community Center Grant. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously 5-0.

A960 Appropriations	\$10,000 (A-1-1620.20)
A599 Appropriated Fund Balance	\$10,000

Resolution: To re-appropriate \$5,500 from 2015-16 budget and amend the 2016-17 budget for final payment for the General Code codification. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

A960 Appropriations	\$5,500 (A-1-3620.40)
A599 Appropriated Fund Balance	\$5,500

Superintendent's Report

Community Center: A leak in boiler two has been detected; the repair is expected to cost \$1985. This will be done by Village personnel.

Carter Drive culvert: MRB will be providing a scope of work to Mike McHenry for this project, paperwork is being completed for the grant money.

DPW: The central air unit has stopped working; the unit is six years old. The repair estimate is \$4050.00; the cost of a replacement unit is \$4337.00. This includes a 10 year warranty and is more efficient. Mike is recommending replacement.

Chipper: Mike McHenry reported the chipper should be replaced. He is recommending making the purchase from Vermeer and expected a proposal but has not received it. Mike has been made aware that there is a possibility of obtaining a grant through the DEC. Because the chipped material is utilized by a local cattle farmer for animal bedding, it may qualify. He will following up on this information.

Personnel: DPW employee Tom Wright is retiring on September 9, 2016 after 40 years of service. Mike McHenry and Keith Brown will be making their recommendation for this position at the August meeting.

Streets: A local news channel recently reported the Village has been awarded \$14,000 by the State. Mike McHenry has not been officially notified of this action. He will update the board if any information is received.

Sanitary Sewer: The lowest bid for the 2016 relining project is \$ 60,115.00 from Kenyon Pipeline Construction. The construction is expected to begin and be completed in August.

Resolution to authorize the DPW Superintendent to hire Kenyon Pipeline Construction for the 2016 Sanitary Sewer relining project. Motion made by Trustee Zabelny, seconded by Trustee Burritt. Carried unanimously, 5-0.

Water tower: The work is approximately 90% complete. The tower was filled with water last week and there were three water main breaks over the holiday weekend. Mike McHenry explained this is not unusual. The board has asked Mr. McHenry to seek reimbursement of the overtime pay that was incurred by the Village.

20 South Avenue: This house is scheduled to be demolished the week of July 18th.

Fire Department: They have requested to use the light tower for the week of July 13 – 17th for their annual carnival; the board agreed.

Manager's Report

Court Cases: Shari Pearce has been notified by our attorney that two separate court cases will be going to trial. One is for littering the other is for an open container violation. Due to the attorney fees, Shari is seeking opinion of the board whether or not to proceed. The board agreed to continue with prosecution.

Upton Street: Shari reported the final step to complete the closing of 6 & 9 Upton Street is to sign the documents.

Resolution to authorize Mayor Lee to sign any closing documents to transfer .637 acres known as 9 Upton St to Engels Guldani, Classic Cars Inc. and accept .128 acres of 6 Upton Street for the purpose of the Village right of way for the public street. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0.

Resolution to accept the quote from Allied World Insurance of \$53,121.23 for liability insurance for the Village of Hilton. Be it further resolved that the Village Manager/Clerk is hereby authorized to bind the necessary coverage. Trustee Zabelny, seconded by Trustee Gates. Carried unanimously 5-0.

Travel policy: A proposal will be presented to the board at the August meeting. The format will detail the reimbursement policy prior to employee travel.

Public Forum

This hearing is to inform the the public regarding a grant application to be submitted for renovations and improvements to the Jennejahn Lodge, located at 1123 West Ave in the Village Park.

Mayor Lee opened the public hearing at 6 pm. There was no comment from the public.

Mike McHenry presented two options to upgrade the Jennejahn Lodge to the board. There are two options: Option 1 consists of a porch expansion, new roof, gutters and downspouts. Option 2 consists of a new porch, enlarging the meeting space, roof shingles, gutters, downspouts and a furnace with air conditioning. This is the preferred option.

Resolution to authorize Mayor Lee to Sign SEQR resolution as amended, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

WHEREAS, the Village of Hilton Village Board of Trustees (hereinafter referred to as Village Board) has reviewed the SEQR Short Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Village Engineer) on the above referenced Village of Hilton Park Lodge Expansion Project (hereinafter referred to as Action); and

WHEREAS, the Village Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations ; and

WHEREAS, the Village Board has determined that the proposed development is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Village Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Village Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short Environmental Assessment Form Part 1; and

WHEREAS, the Village Board has completed Part 2 and Part 3 of the Short Environmental Assessment Form; and

NOW, THEREFORE BE IT RESOLVED that the Village Board does hereby designate itself as lead agency for the proposed development above herein; and

BE IT FURTHER RESOLVED that the Village Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;

there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;

the overall density of the site is consistent with the Village's Comprehensive Plan land use recommendations;

the site is not located within an identified archaeological sensitive area and no development is proposed;

there will not be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

there will not be any hazard created to human health;

there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;

there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;

there will not be created a material demand for other Actions that would result in one of the above consequences;

there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and

there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action WILL NOT result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED that the Village Board does hereby make a Determination of Non-Significance on the proposed action, and the Village Mayor is hereby directed to sign the Short Environmental Assessment Form Part 3 making a Negative Declaration as evidence of the Village Board of Trustees determination.

Letters of support have been received from the community groups. The last grant application lacked proof of community support. Shari Pearce noted this application is strong.

Mayor Lee closed the public hearing at 6:15 p.m.

Security: There was a discussion whether or not to post signs stating firearms are prohibited within the community Center. Trustee Burritt will discuss this with the Sheriff's Department for the August meeting.

Special Police: Shari Pearce reported an informal meeting will be held in the fall for those interested in becoming a Peace Officer. General orders have been completed. Monroe County offers Peace Officer training at no cost; this will decrease the budget for each municipality.

Vendors Permit: Southwestern Advantage has applied for a permit to sell educational material door to door. A few years ago, their permit was revoked due to many complaints from our residents. After speaking with other clerks in the county, there have been issues in other towns recently.

Resolution to deny the permit request of Southwestern Advantage due to complaints in the Rochester area. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0.

Solar energy: A formal presentation is forthcoming from Liberty Solar. Trustee Speer will be seeking interest from the Fire District in possibly partnering with the Village.

High water bills: Shari Pearce reported there have been three substantial water bills generated recently. The meters have been tested and are working properly. Mike McHenry explained there are likely large leaks and he has notified the property owners of his findings. These bills equate to approximately \$12,000. Substantial payments have been made and financial arrangements are in place for the remainder.

Banking: Due to the merger with First Niagara and Key Bank, Maryalice Edwards will be meeting with a representative from Canandaigua National Bank to discuss a proposal. M & T Bank will also be submitting a proposal. CNB offers many incentives for municipalities. A recommendation will be made by the Treasurer at the August meeting.

Vouchers

Resolution to approve the vouchers with the following additions: Jim Gates \$890.70, Mo. Co. Health \$2,000.00, Parma Awards \$15.00, PF Sports \$472.00, Pro Carpet \$5,636.87, Time Warner \$91.95, Westside News \$174.80. Trustee Zabelny made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

Prepaid	\$ 6,841.34
T&A	\$22,421.63
General	\$46,571.30
Water	\$33,163.78
Sewer	<u>\$ 4,257.90</u>
Total	\$113,246.95

Resolution to approve the meeting minutes of June 7, 2016 as amended. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Adjournment

There being no further business Trustee Speer motioned to adjourn the meeting at 7:13 p.m. seconded by Trustee Zabelny. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter
Deputy Clerk