

**Village Board
Meeting Minutes of
August 2, 2016**

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

Absent: Village Treasurer, Maryalice Edwards

Guests: Kristen Johnson, Solar Liberty, Larry Gurslin

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

Code Enforcement

Electronic sign: Mike Lissow explained the Zoning Board of Appeals approved the application of Hilton Baptist Church, 50 Lake Avenue. The lighting of the sign automatically with the natural lighting, dimming in the evening. It will go out each night at a certain time.

Permits: There have been more building permits issued already than in all of 2015. They are a mix of projects.

Drones: Mike Lissow participated in a webinar conducted by NYCOM. Mike reported there are many laws associated with drones; most notably, it is illegal to fly them at night and over private property. This information will be printed in the next edition of the Village newsletter.

Flood Smart: Mike Lissow explained that there will be a public informational meeting held on Saturday, September 17th at 9 am, 120 Old Hojack Lane. A special meeting notice will be advertised in the Suburban news. Mike suggested the Zoning Board of Appeals members be in attendance; the board agreed.

Resolution to hold special meeting of the Village Board and Zoning Board on 9/17/2016 at the Hilton Fire Department, 120 Old Hojack Lane at 9 am, Motion made by Trustee Speer seconded by Trustee Zabelny. Carried unanimously, 5-0.

Parking Issue: Mike Lissow has received complaints regarding a small box truck has been parked continuously along Underwood Avenue and Orchard Street. A nearby resident asked Mike to have the Village Board consider a parking change in the law. Mike noted the truck's owner is not breaking any laws. The board had no comment.

Creek Crossing: A complaint of odor and green water in the retention pond was received. It was determined that there was sewage in the pond. A cross connection error had been made during construction and was immediately repaired. The mains were flushed and chlorine was added to kill any lingering bacteria.

Treasurer Report

Annual Report: Maryalice Edwards was not in attendance. Shari Pearce reported that Mrs. Edwards is currently completing the annual report to NYS, is it expected to be submitted by 8/15/2016.

Maryalice is also working to enter the 2016-2017 budget information into the software and is updating the Village's fixed assets records.

Superintendent Report

Weather: Mike McHenry thanked the DPW employees for their hard work during the extreme heat conditions.

Community Center: MRB Group is preparing the draft report for building needs and is expected to be available to Mike and Shari next week. After their review, a final submittal will be submitted for review of the board.

Car Show: Mike McHenry noted Parma Free Church will be used as a storm shelter in the event of inclement weather as well as the Methodist Church, 21 West Avenue

Equipment purchase: At the July meeting, Mike McHenry proposed the purchase of a chipper and the sale at auction of a backhoe and chipper.

Resolution to authorize the DPW Superintendent to purchase a 2016 Vermeer chipper as budgeted at a cost of \$61,319.00. This is demo unit. Motion made by Trustee Zabelny, seconded by Trustee Burritt. Carried unanimously, 5-0

Resolution to authorize the DPW Superintendent to sell the 1989 backhoe and chipper through Auctions of America, motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously, 5-0.

Streetlights: Mike McHenry recommend to have the streetlights in the southeast area of the Village be replaced with LED fixtures, he expects the cost to be just under \$25,000.

Resolution Trustee Speer made the motion to replace streetlights with LED fixtures at a cost not to exceed \$25,000, seconded Trustee Zabelny. Carried unanimously 5-0.

Water Tower: Mike noted the water tower is functional; however the site needs some cleaning and fence repairs.

Public Forum

Mayor Lee opened the public forum at 6:00 p.m. Kristen Johnson from Solar Liberty was present and reported the costs to install a solar farm within Village. The board discussed the many facets of this project and will review the proposal presented.

Managers' Report

Electric Rates: Shari Pearce reported the contract expires with Noco in August. An update on pricing shows the variable rate outperformed all options this year. We are currently on a blended rate. The board discussed the options and agreed on selected the fixed rate going forward.

Resolution to authorize the Village Manager to contact with Noco for a fixed rate for the electric utility, Trustee Speer made the motion, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Laptop Projector: The board budgeted \$2,000 for the purchase of a projector to be mounted in the board room. After researching, it was suggested that a television be purchased instead along with a USB that mirrors what is shown on the laptop onto the TV. This allows for more functionality. The board agreed and authorized Amy Harter to research the cost of installation of a TV and the USB item.

Security: Trustee Zabelny shared the most recent progress on building safety. There are a few outstanding items that are being addressed. Procedures are being written and will be available for the next meeting scheduled for September.

Tenant Rent: Shari reported a tenant is behind in rent, after some discussion the board would like to meet with the tenant. Shari will arrange the meeting.

Employee: Shari complimented Rob Zabelny for putting in a lot of extra effort with many items within the Community Center, especially with the boilers. The board appreciates his hard work and dedication.

Travel Policy: An updated policy is being drafted. Trustee Gates and Amy Harter are working to have a final copy to the board at the September meeting.

NYCOM: Shari Pearce is seeking authorization to attend the Fall Training school with Amy Harter, September 12-16.

Resolution to authorize Shari Pearce and Amy Harter attend the NYCOM Fall Training September 12th – 16th in Saratoga Springs with a cost not to exceed \$2,000. Trustee Speer made the motion, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Special Police meeting: This committee is making considerable progress; the next meeting is scheduled September 15th.

Village Banking: Shari Pearce explained there are three more meetings/proposals this month. Shari and Maryalice Edwards have been seeking alternatives as our current bank offers no incentives. Canandaigua National Bank offers interest on checking and savings accounts with no fees. Trustee Gates recommends moving the accounts to CNB as soon as possible.

Resolution to authorize the Village Manager to transfer all Village accounts to Canandaigua National Bank, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Walt Horylev Civic Beautification Award: The board discussed two candidates for this award.

Resolution to nominate the Arlington Restaurant for their patio construction, motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously, 5-0.

Court cases: Shari Pearce updated the board on two court cases that will be going to trial later this month. Both violated the Village laws, littering and open container.

Vouchers

Resolution to approve the vouchers with the following additions: \$271.30 Napa and \$885.69 Maxtrix Communications. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

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| Prepaid | \$ 8,170.47 |
| T&A | \$22,412.63 |
| General | \$91,871.56 |
| Water | \$33,925.90 |
| Sewer | \$59,188.34 |
| Total | \$215,568.90 |

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

Adjournment

There being no further business Trustee Speer motioned to adjourn the meeting at 7:40 p.m. seconded by Trustee Zabelny. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter
Deputy Clerk