

**Village Board
Meeting Minutes of
November 1, 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: Tom Venniro, Eric Sargent, Denise O’Toole, Sherry Bigelow, James Bigelow, David Everheart Glen Mullen, Sandy DiCiaccio, Tom and Carole Ann Lee, Lisa Steppenbacher

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

Recreation Report

Tom Venniro, Recreation Department gave an update on the recent Halloween Celebration and Make a Difference Day.

Code Enforcement

Tower: Mike reported there is 120’ Tower being proposed at the intersection of Hazen and Upton Streets. An ad was placed in the Suburban News by EBI Consulting, 21 B Street, Burlington, MA. There has not been an application submitted to our office for this action.

Dog control: There has been an ongoing problem between neighbors in the Raintree Lane neighborhood. The Village code is not specific to the limit of the number of dogs allowed per home. Mike Lissow has been working with Art Fritz, Town of Parma Dog Control Officer. The intent is to update the Code to mirror the Town of Parma. This particular situation will be going to court.

173 Sherwood Drive: Eric and Sharon Sargent are in the process of selling their home. In 1976, a garage was built over a storm sewer easement. This was done with Village approval. Mike Lissow and Mike McHenry have reviewed the site and agree that garage is built over some portion of the easement but cannot be certain of the exact location. The buyer is seeking to have this easement released. Mike has been speaking with our attorney; he recommends an agreement be signed by both parties. The agreement is written as follows:

Joseph M. Lee, Mayor

TRUSTEES

Jim M. Gates
Larry W. Speer
Shannon Zabelny
Craig W. Burritt

Shari Pearce Village Manager/Clerk
Mike McHenry Supt. of Public Works

VILLAGE OF HILTON

59 HENRY STREET
HILTON, NY 14468

(585) 392-4144
(585) 392-5620 Fax

voh@hiltonny.org



November 1, 2016

Eric Sargent
173 Sherwood Drive
Hilton, NY 14468

Dear Eric,

This letter is to provide documentation that permission was granted by the Village of Hilton to build the attached garage on this property. This approval was granted in 1976 and allows for the garage to be constructed within the sewer easement.

Unfortunately, there is not a copy of the original letter in our files. Please accept this letter as appropriate confirmation of this issue when you transfer your property to another party.

We do not foresee the need for any work to be done on the concrete storm sewer pipe running beneath the easement. No such work has been necessary in the 40 years since the garage was erected in 1976. The Village has recently inspected the easement area in the area of the garage and found no evidence of erosion or any other conditions that would require work to be done in that area of the easement. In the unlikely event that work in the easement area near the garage was required; the Village would make every effort to minimize the impact of that work on the property. Should work in the easement area change or impact the structure of the garage, the Village would repair and/or restore the garage to its original condition previous to the work being commenced.

If you have any questions, please call my office at 392-4144 ext. 106

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Lissow".

Michael J. Lissow
Code Enforcement Officer

Resolution to authorize the Code Enforcement Officer to issue a letter agreeing to share in the responsibility of any future maintenance of the storm sewer. Motion made by Trustee Gates seconded by Trustee Zabelny approved. Carried unanimously, 5-0

Treasurers Report

Taxes: Maryalice Edwards explained the office has completed tax collection for 2016-2017. \$9083.79 will be re-levied. This figure is down from \$12,527.53 last year.

Resolution to re-levy \$9,083.79 to the county. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Resolution: to amend the 2016-17 budget as follows

- Increase expense A-1-1620.20 \$12,000
- Decrease expense A-1-1620.4C (\$12,000)
- Reclassify the expense code for the first floor carpet.

Resolution to authorize the Treasurer to reclassify the expense code as listed, Trustee Speer made the motion seconded by Trustee Gates. Carried unanimously, 5-0.

Superintendent Report

Community Center: MRB Group is seeking a committee for the 2nd phase of the comprehensive building study. They are recommending:

1. Meet with key personnel to receive needs and wants (1 meeting)
2. Review from existing floor plans space type and their functions
3. Record which space types are in need of reconfiguration, alterations, or building additions in order to fulfill the Village's visions.
4. Identify space adjacency needs, equipment and special requirements.
5. Prioritize space needs and provide potential phasing work
6. Present and review the Program document with the Village (1 meeting)
7. Upon approval of the program, provide a preliminary Opinion of Construction Costs related to the Program's extent of interior alterations, exterior additions, and supporting building systems.

The board discussed opening the committee to some of the building tenants. Mayor Lee would like the opinions of those who utilize the building daily. Trustee Zabelny prefers keeping the committee within the perimeters of Village personnel. It was agreed that the opinions of everyone are important and will be sought by the committee. Trustees Speer and Zabelny volunteered to sit on the committee.

Equipment purchase: Mike McHenry reported a 72" snow blower for the skid steer has been purchased for \$4438.90 from Bobcat of the Finger Lakes. The price is from the NYS bid list and was a budgeted item.

Stop Signs: Mike McHenry is considering adding stop signs at: Mockingbird & Short Hills, Short Hills at Sunny Slope, Underwood at Orchard. This action requires a local law.

Streetlights: Mike McHenry said this portion of the replacement project is complete for the year.

Car show: The committee would like to change the event date to avoid conflicting with another show in the area. The committee recommends August 12, 2017.

Public Forum

Mayor Lee opened the meeting to the public at 6:00 p.m. for anyone wishing to speak to the board.

Denise O'Toole, Bookkeeper for St. Leo's Church, explained that in September they received the water and refuse bill in the amount of \$2106. The bill included refuse service for 2014-2015 and six months of 2016. Shari Pearce explained an error was discovered that was made by a prior billing clerk. It has since been corrected. Ms. O'Toole stated since she has been employed, she has received bills in the amount of \$90 and had no reason to question the amount. She is seeking to have the bills waived.

Trustee Speer noted this is our mistake but services were rendered. Trustee Burritt said our services do not turn a profit and would be a cost to the taxpayers. Trustee Speer suggested a payment schedule. Trustee Zabelny stated the services were rendered and must be paid for, there was no malicious intent and the error was corrected. Trustee Gates agreed it is not fair of the residents to incur this cost. The board offered no interest for repayment at a reasonable length of time. Ms. O'Toole will take this information to the church. The board also offered to meet with church personnel.

Sherri Bigelow and James Bigelow, 189 Raintree Lane. Mr. Bigelow read a letter to the board regarding seven dogs living at 179 Raintree Lane. There has been a problem with the dogs acting aggressive towards the Bigelow's four year old daughter. The dogs have escaped and attacked another dog in the neighborhood resulting in veterinary care. The owners have been cited by Town of Parma Dog Control Officer, Art Fritz, for numerous items and will be going to court. It was suggested the homeowners continue to be in contact with Art Fritz. The board was very sympathetic to their situation. Trustee Burritt suggested also contacting the SPCA. Mike Lissow will contact the Hilton Central School District Transportation Department in an attempt to move the bus stop. Mike Lissow will keep the board updated as the situation progresses.

Lisa Stappenbeger 22 Short Hills Drive, addressed the board to discuss criminal activity within the Village. There were neighbors present from the Doud Circle and Applewood Lane neighborhoods. They were present to also discuss vehicle break-ins and other activity. They

have asked for a no outlet sign on Doud Circle and brighter lighting. There was a lengthy discussion. Several suggestions were made including locking doors and leaving lights on. The board agreed to ask Deputy Joe Resch to speak to the residents. A meeting may be held to promote safety.

Managers' Report

Health Care: Shari Pearce explained during her research for insurance plans. She recommends moving the retirees from their current plan to Simply Blue Gold. This is an excellent plan that is cost effective. The retirees will be paying 5% of the premium as of January 1, 2017. The board discussed postponing billing the retirees 5% of the premium. Trustee Gates is not in favor of charging the retirees and changing their plan at the same time. He feels this is too much change for them all at once. Trustee Speer disagreed. Shari Pearce will look into the idea of creating a large group for medical coverage, possibly with other municipalities.

Resolution to change the health care for retirees age group 55-65 from the Simply Blue Platinum to Simply Blue Gold, motion made by Trustee Speer, Burritt, approved 4-1. Trustee Gates opposed because of 5% to be undertaken by retirees and this will be in addition at the same time.

E-Code: The Village Code has been completed by General Code and will go to Attorney, Larry Schwind for his review. A public hearing will be scheduled once this review is complete.

LDC: Shari Pearce stated the Attorney General has approved the dissolution plan. The LDC owes the Village \$31,808.19 for the outstanding loan. There will be approximately \$20,000 left to deposit into one of our accounts.

Resolution to accept loan payment of \$31,808.19, motion made by Trustee Gates, seconded by Trustee Zabelny. Carried unanimously 5-0.

Resolution to deposit the remainder of the LDC checking account balance of approximately \$20,000 into the Henry Street reserve account. Motion made by Trustee Burritt, seconded by Trustee Zabelny. Carried unanimously 5-0.

Community Center Rent: Shari Pearce updated the board on the status of a tenant.

Special Police: Trustee Speer explained the October meeting turnout was good but so far there have been no applications received. There will be one more ad in the paper for applicants.

Post Office Estoppel Agreement: Shari noted that there has not been a response from the Post Office's attorney. This is still ongoing.

Water Shut Offs: Shari reported the office staff worked to bring the outstanding amount from \$43,000 to approximately \$2,000. She thanked the DPW and the office staff for their hard work.

NYCOM: Shari and Maryalice are seeking authorization to attend the NYCOM priorities meeting, Monday, November 14th. The cost is approximately \$280.

Resolution to authorize Shari Pearce and Maryalice Edwards to attend the NYCOM priorities meeting in Albany, November 24th at a cost not to exceed \$280.00, motion made by Trustee Speer, seconded by Trustee Burritt. Carried unanimously, 5-0.

Old Business

Recycling: Last month, DPW employee, Karen Strassner, asked the board if the policy regarding collecting recycling could be lifted. Trustee Speer would like to allow this action, he feels Karen does a lot of good in the community and she cares to do the right thing. Trustee Burritt checked with Monroe County's Environmental Services, for their regulations on health and safety. According to them, she isn't doing anything wrong. Trustee Zabelny said she is maintaining we stay firm on the policy in place. It was also noted complaints are down since the policy has been enacted. Trustee Gates is not in favor of changing the policy for one person. Mike McHenry commented on Karen's dedication to her job and to the people of the community that need help. Mayor Lee would like to table this for the next meeting.

Vouchers

Resolution to approve the vouchers with the following additions: Alliance Door 12,200.00, CNB \$261.30, Hilton Napa \$310.86, Lakeland Equipment \$4.24, DEC \$300.00 Parma Awards \$5.00. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Prepaid:	\$7,223.46
T&A:	\$23,197.70
General:	\$35,988.59
Water:	\$28,798.50
Sewer:	<u>0.00</u>
Total:	\$95,208.25

Minutes

Trustee Speer made the motion to approve the minutes of October 4, 2016 as written, seconded by Trustee Burritt. Carried unanimously, 5-0.

Adjournment

There being no further business Trustee Zabelny motioned to adjourn the meeting at 8:20 p.m. seconded by Trustee Gates. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk