

**Village Board
Meeting Minutes of
November, 2018**

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

Absent: Deputy Clerk, Amy Harter

Guests: Alexandra Popovici, Laurie Polatas

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 was not present.

Code Enforcement

St.Leos: Mike reported the Zoning Board approved the site plan and variance to subdivide the property.

Storm water: Mike Lissow and Mike McHenry met with the group that has been working on the erosion/flooding issues on Salmon Creek behind Village II Apartments. The engineering firm presented several models of potential flood scenarios with great detail. Mike Lissow reported it was pretty clear there isn't a quick and easy fix that will make a difference with the flooding in the area.

The Hojack building: Mike reported the new gym being constructed at 67 Old Hojack Lane, is going well and they should be open by the end of November.

Clean Energy: Mike will be attending a Commercial Energy class at the end of November for one of the requirements to become a clean energy designation community.

Treasurers Report

Resolution: to relevy the Village Taxes in the amount of \$11,314.90 to the Monroe County Treasury to receive reimbursement. Trustee Gates made the motion, seconded by Trustee Zabelny. Carried unanimously 5-0.

Resolution: to authorize the Village Treasurer to deposit into the DPW Equipment Reserve account \$30,170.00, for the sale of the Bombardier. Trustee Speer made the motion, seconded by Trustee Fowler. Carried unanimously 5-0.

Resolution: Re-appropriate \$368.00 from 2017-2018 budget and amend the 2018-2019 budget the remainder of the engineering for the Design & Bid for the electric for the Community Center. Trustee Zabelny made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

A960 Appropriations	\$368.00 (A11440.40)
A599 Appropriated Fund Balance	\$368.00

Superintendent Report

- Village Clock: Mike McHenry reported that the company that repaired the Village clock, Verdin, has prepared a one year maintenance agreement beginning January 2019. The cost of the maintenance agreement is \$580.00. The maintenance includes normal yearly maintenance and inspection of the clock; this does not include complete equipment overhauls and replacement parts. Mike noted after the extensive repair work that needed to be completed this past year, he feels this is a good investment to maintain the clock and possibly avoid large repairs. The board was supportive of this agreement.

Resolution to authorize the Superintendent to execute the maintenance agreement for one year to Verdin at a cost of \$580.00. Motion made by Trustee Gates, seconded by Trustee Fowler. Carried unanimously 5-0.

- Carter Dr. Culvert Replacement: Mike noted he and the Treasurer continue to work with the State for reimbursement from the grant, which is \$176,000.00.
- Community Center Electric upgrade: Mike McHenry stated there is a revised plan for the electrical service upgrades. The change order costs are the following. Hewitt Young for their work is \$4,227.07 and from RG&E is \$3,281.27 for a total additional cost to the project of \$7,508.34. The project is continues to be ongoing, a completion date has not yet been determined.
- DPW roof: Mike reported the roof repair has been completed.
- Main Street Flower boxes: Mike reported the Hilton Flower Club has expressed interest in taking over the preparations and maintenance of the flower boxes. The board was supportive of the Garden Club taking this on.
- Jennejahn Lodge: Mike stated he had a meeting with MRB to begin the work on the bid package for the addition and remodeling to the lodge. He anticipates going out to bid in December and a bid being awarded at the January 2019 meeting.
- Sanitary Sewers: The work has been completed for the 2018-19 relining project.

- Shared services: The Hilton High School has asked if they could use one of our trailers for Christmas caroling with students on Village streets on December 7th. The trailer will be towed by a school district vehicle and driven by a school employee. The board was supported and agreed to allow use of the Village trailer.

Managers' Report

- Recreation Intermunicipal Agreement: The Town board is reviewing the agreement at their November meeting; the next step once approved is to execute the agreement.
- Ingham room flooring: The Ingham room flooring has begun; there was an unforeseen repair that needed to be done to the floor on the south side of the room. The floor had a difference in height that needed to be raised up about an inch; the additional cost is \$1,449.00. The floor is anticipated being completed by November 8th.
- Recreation carpeting: Included in the 2018-19 budget was to replace the Recreation office carpeting. The Ingham room flooring took up most of the budget. The condition of the office carpeting is in rough shape; after a discussion, the board is supportive of replacing the carpet and taking it out of contingency. Shari will be obtaining quotes for the next meeting.
- Clean Energy Community: Shari Pearce reported we should have all four action items completed by the December board meeting and receive the designation by year's end.
- First Net: All the tablets and phones have been ordered and delivered.
- Master Plan: The Village Board held a special meeting on October 23rd to discuss the direction of the master plan with Genesee Fingers Lakes Building council. The meeting was very informative; the board has determined the next step is going out for an RFP in the beginning of the New Year to hire a planner to develop our new master plan.
- Franchise Cable Agreement: Shari remarked we can schedule the public hearing for the December meeting for the franchise agreement. Mike McHenry, both attorneys and myself have agreed upon the language in the agreement.

Resolution to schedule a public hearing on December 4th to consider the proposed Cable Franchise Agreement. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously 5-0.

- NYS minimum wage: Shari noted with the NYS minimum wage increasing to \$11.10 as of December 31, 2018, she has two part time employees that will fall below the minimum wage. Although the Village falls under the federal minimum wage requirements, she recommends we maintain the same minimum wage as New York State.

Resolution to authorize a wage increase to for two employees that will be under the NYS minimum wage as of December 31st. Paul Tramonto and Maureen McGrath wages will be brought up to the minimum wage of \$11.10.

- NYCOM Priority's Meeting: Shari and Maryalice would like to attend a no fee NYCOM meeting on Monday, November 19th; we would leave on Sunday, the only cost associated with the meeting is the hotel room at \$144.00 for the one night.

Resolution to authorize the Village Manager and Treasurer to attend the NYCOM Legislative meeting on November 19; the cost associated with the meeting is the hotel room at a fee each of \$144.00 per night. Trustee Fowler made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

- Water shut offs: The scheduled water shut off date is Wednesday, November 14th. Debbie Jones has done an excellent job with collections this year. She is making extra efforts calling the residents reminding them of the shut off. We extended the date out to avoid shut offs around Halloween and also to provide more time for the residents to pay their bills. Over \$49,000 has been collected over the past month in past due balances.
- Special Election: I have communicated to the county that we are in need of holding a special election next year for the unfilled term of Craig Burritt.

Resolution to advertise to hold a special election on March 19th seeking interested parties to fill the one year term for Craig Burritt. Trustee Gates made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

Public Forum

Mayor Lee opened the public hearing at 6 p.m.

Ms. Alexandra Popovici and Laurie Polotas were present to inform the board on the impacts and early education importance of nicotine to children and young adults. Ms. Popovici is a community engagement manager for the American Lung Association. Ms. Polotas is part of the coalition of parents against drugs for the Hilton community. Ms. Popovici gave a detailed presentation on how vaping is becoming very popular with the youth and how they are influenced by this drug. Vaping doesn't have an odor and they come in candy flavors that attract the youth. A misconception is that some vaping does not contain nicotine, which is not true. She wanted to ask the board if they would consider zoning on where vaping shops could be located in the Village. The board thanked Ms. Popovici for attending the meeting and providing them with this information. The board will further discuss the zoning laws with the Code Enforcement Officer.

With all persons being heard, the public portion of the meeting was closed at 6:25 p.m.

Vouchers

Motion to approve the vouchers with the following additions: Shari Pearce \$5.98, Hilton Applefest \$1,471.02, Kim Huntley \$165.00, First Bankcard \$157.50, The Verdin Co. \$580.00. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Prepaid	\$ 5,018.55
T&A	\$25,748.56
General	\$32,770.00
Water	\$31,096.71
Sewer	\$62,692.97
Capital	\$48,000.00
Total	\$205,326.79

Minutes

Trustee Fowler made the motion to approve the October 2, 2018 minutes as presented, seconded by Trustee Speer. Carried unanimously 5-0.

Discussion

Mayor Lee announced the annual car show will be held on Saturday, August 17th. He requested permission to hold the car show on Main Street and also close Main Street.

Resolution to support and hold the annual Main Street Car Show on Saturday, August 17th and to authorize the Superintendent to close Main Street for the event. Motion made by Trustee Gates, seconded by Trustee Speer. Carried unanimously 5-0.

Adjournment

There being no further business, Trustee Speer made a motion to adjourn the meeting at 6:40 p.m., seconded by Trustee Zabelny. Carried unanimously 5-0.

Respectfully Submitted,

Shari Pearce, Village Manager/Clerk