

**Village of Hilton
Meeting Minutes of
July 6, 2021**

Village Present: Mayor Lee, Trustees, Fowler, Speer, Farrell, Zabelny
Village Manager/Clerk Shari Pearce
DPW Superintendent, Jeff Pearce
Treasurer Maryalice Edwards
Code Enforcement Officer Mark Mazzucco
Deputy Clerk, Amy Harter

Guests: Linda Viney, Neil Kendrick, Andy Nichols

Mayor Lee called the meeting to order at 5:00 p.m. with the pledge of allegiance followed by a moment of silence.

Request

Neil Kendrick and Andy Nichols from the Hilton Fire Department were present. HFD is holding their annual carnival and has requested to utilize either a golf cart or recreational vehicle to transport people and supplies from the Fire Department to the carnival grounds. These vehicles are not licensed or registered. The board offered the use of the Village owned, two-seater golf cart that is licensed, registered, and insured. Mr. Kendrick noted they need to accommodate four riders. Earlier this year, a Local Law was passed which prohibits the use of unlicensed and unregistered recreational vehicle on public grounds including Village owned land, streets and sidewalks. The board discussed the request; it was noted another organization asked for relief of this code and was denied. The board agreed for consistency purposes they will not approve this request.

Recreation

Tom Venniro was not present for the meeting.

Code Enforcement

Permits: Mark Mazzucco updated the board on the permits and fees for the month.

Fire Inspections: Mark reported that fire inspections have been conducted by Doug Scarson. He has found several code violations. Doug continues to work on the inspections and the necessary corrections.

Code Enforcement: Mark reported on the number of violations and order to remedy letters that have been sent out. There are two properties that are working toward completion of their violations in an attempt to avoid going to court.

Emergency responses: There were four this month.

284 South Avenue: The homeowner has removed the chickens from the property. This matter is considered closed.

Permits/code enforcement: Mark explained there are many more permits and Code Enforcement tasks this year compare to years passed. There are more people working from home, which has increased the number of property maintenance complaints and more home improvement projects since people are not traveling as much. Mark's workload has doubled.

170 Old Hojack Lane: There is a proposed mini storage facility in this location from the new owner. Mark will be meeting with the owner Thursday to discuss their plans.

Cedar Terrace lighting: A property owner recently installed very bright lights in the back yard and the neighbors have filed a complaint. Mark will address this with the property owner. This is not the first problem with residential lighting; Mark is suggesting restrictions for residential properties.

ESL/Foster's access: The board discussed the poor condition of the road to the south of the ESL ATM driveway. This portion is part of the parking lot belonging to Foster's Restaurant. Mark will address this with the owner.

Treasurer Report

Resolution to authorize the Treasurer to pay \$100 to the Town of Parma for petty cash for the Special Police motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Superintendent Report

Car show: The committee is planning on holding the car show this year. They may use the Village owned golf cart if needed. No unlicensed recreational vehicles will be allowed.

Community Center: Jeff Pearce reported two picnic tables are ready to be installed on the concrete pad at the south of the building.

Generator: RGE will be transferring power and the generator will be completed in Unionville Station.

Vandalism: A storm sewer cover located near Fosters was stolen; safety cones and several large boulders were thrown to the bottom of storm sewer barrel. The original cover has not been recovered, it has been replaced by the DPW. A sanitary sewer cover belonging to Monroe County and located in Salmon Creek Park, was tossed into the pond, which was reinstalled. This issue has been reported to the Monroe County Treatment plant.

Training: The employees took part in a hydrant repair class provided by Kennedy valves / hydrants. Two employees were trained for the collection of hazardous waste.

Carnival: The DPW will block roads with dump trucks during the parade for safety and the Fire Department will be borrowing the light tower for the week of their event.

Lodge: The price of traffic gates has been adjusted to \$3700, this is a savings of \$1800 over the original quote. This includes the materials and installation. The purposed of the gates are to close the parking lot for renters and their guests.

Generator: Jeff Pearce reported a credit from Emergency Power Systems in the amount of \$650.25 will be mailed to the village. The work that was done was billed incorrectly, the generator was under warranty in December 2020 and February 2021.

Resolution to authorize the purchase of 80 water meters from Ti-Sales in the amount of \$35,415.92, motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

Resolution to extend the probation period for Justin Wegman for an additional three months. Motion made by Trustee Speer, seconded by Mayor Lee. Carried unanimously, 5-0.

Public Forum

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

Linda Viney had a brief question for Superintendent Jeff Pearce that was resolved quickly.

With all persons heard, the Mayor closed public forum at 6:02 p.m.

Manager's Report

SG Security: Shari continues to work diligently to get the fire alarm detection system update completed.

Lead Testing: Shari will be testing the water in Community Center; this was last done three years ago. There are two daycare facilities within the building. The tolerance of lead levels have been lowered. There will also be changes to the water quality report pertaining to this issue.

Carpet: There are several rooms in the building that will be recarpeted including four rooms for Hilton Community Childcare, rooms 203, 204, Senior Lounge, Auditorium and the Code Enforcement Office. A quote from EMCO will be provided to the board once is it is received.

Office Remodel: Employees from MRB Group have been on site to assess our needs. They will provide a conceptual design and are expected to meet with them again within the next week.

Resolution to authorize the Village Manager to hire MRB Group to provide a conceptual review at a cost of \$8400, Motion to approve made by Trustee Zabelny, seconded by Trustee Fowler. Carried unanimously, 5-0.

Special Police: The oversight committee met June 17th to discuss procedures the General Orders. The team made amendments as needed. They are seeking \$100 for petty cash from each entity to allow purchases of any incidentals while working events.

Resolution to authorize the Treasurer to pay \$100 to the Town of Parma for petty for the Special Police. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 5-0.

Water: Shari Pearce reported acceptable lead and copper levels in our water have been lowered. Shari is having the water within the Community Center tested, it was done a few years ago. Amy Harter will be working with Monroe County Water Authority to make the necessary changes to annual reporting.

CGI: A videographer will be touring the Village taking various video to update our website. They will highlight the Jennejahn Lodge upgrades and the high school sports field as well as the West Avenue area. The video is to promote the Village, local businesses are encouraged to utilize CGI's services for advertising. There is no cost to the Village for this service.

Federal Funding: The State has asked for a delay to deliver the relief funds. All requirements have been submitted. A meeting of the Village Board may be necessary to discuss how to allocate these funds.

Resolution to authorize the Village Manager to bind the Village of Hilton's liability with HCC at a cost of \$54,075.15 for the term July 1, 2021 through June 30, 2022. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried unanimously, 5-0.

Joint Meeting; The Village Board will be meeting with the Parma Town Board, Tuesday, July 13th at 6:30 p.m. at the Town Hall. This meeting is open to the public.

Resolution to authorize the Village Manager to advertise a joint board meeting on Tuesday, July 13th at 6:30 p.m. to discuss Village and Town business. Motion to approve made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

Zoning Board of Appeals: There are three new members joining the ZBA. Nicole Pennock will be a permanent member. Joe Ruta and Sean Myers will be alternate members.

Resolution to appoint Nicole Pennock to the Zoning Board of Appeals with a term date of May 11, 2021 through March 31, 2026. Motion to approve made by Trustee Speer, seconded by Trustee Farrell. Carried unanimously, 5-0.

Resolution to appoint Joe Ruta and Sean Myers to the Zoning Board of Appeals, each as alternate members. Their term dates are June 8, 2021 through March 31, 2026. Motion made by Trustee Farrell, seconded by Trustee Speer. Carried unanimously, 5-0.

NYS DOT: From time to time the Village of Hilton receives permits from the New York State Department of Transportation conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities.

Resolution to authorize Mayor Joe Lee to sign the "Undertaking for the benefit of the New York State Department of Transportation" in connection with work affecting state highways. Motion to approve made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Clean Energy: Shari reported once the electric charging station is complete and an electric vehicle is purchased for the use of Village personnel, another action item can be started.

The board agreed to offer electric charging at the upcoming station at no cost to residents for one year.

Health Insurance Increase: Shari has received notification that a rate increase of 9.9% has been proposed by Excellus for 2022. This includes the retiree's copayment plan as well as the high deductible plan; 10% was budgeted for the fiscal year.

Recycling Event: The board is interested in scheduling an event to include electronic waste and shredding in the Village for early Fall. Amy Harter will check on open dates within the Community Center.

Late Tax Payment: Shari Pearce explained a resident mailed a Village tax payment to the Town in error. The payment was then sent to Monroe County and was mailed to the Village after the July 1st due date. The resident is seeking to have the penalty waived, stated he intended on paying the bill but mailed it incorrectly. The board reviewed the tax law which clearly states that payments must be made by July 1st and there are no circumstances that allow for the Board to waive any penalties.

Minutes

Resolution to approve the meeting minutes of June 6, 2021 as submitted. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried unanimously, 4-0.

Vouchers

Resolution to approve the vouchers with the following additions: Brenda Steinmetz, \$109.47, Deborah Henretty, \$215.00, Chubb Com Insurance, \$3,052.00, Carol Gursslin, \$309.79/ Motion made by Trustee Speer, seconded by Trustee Farrell. Carried unanimously, 5-0.

Prepaid	\$4735.08
TA	\$28,865.41
General	\$50,838.08
Water	\$37,455.96
Sewer	\$3,132.87
Capital	\$497.50
Total	\$125,524.90

Discussion

Mayor Lee stated he recently attended a meeting with local officials within Monroe County. Mayor Lee asked Trustee Speer if he had a conversation in January 2021 with a particular Mayor about village business; Trustee Speer stated he only spoke to this official pertaining to the upcoming budget process. Mayor Lee answered that he had been told differently and was placed

in an uncomfortable position. Trustee Speer denied that anything other than the budget process was discussed.

Executive Session

Trustee Fowler made a motion to enter into Executive Session to discuss a possible employment opportunity at 7:25 p.m., seconded by Mayor Lee. Carried unanimously, 5-0.

Trustee Fowler made a motion to exit Executive Session, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Adjournment

Being no further business, a motion to adjourn at 7:25 p.m. made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter

Deputy Clerk