

**Village Board
Meeting Minutes
August 3, 2021**

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

Absent: Trustee Farrell

Guests: Linda Viney

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

Recreation Department:

Summer event: Tom Venniuro announced the Town Board approved a firework show at the summer wrap up on 8/27/21, all community groups are invited to attend. The senior lunch programs starts next Tuesday, 8/9 and a senior trip is scheduled on 8/4.

Code Enforcement:

Providence Housing: Mark Mazzucco explained nothing new has been received pertaining to the senior housing project proposed on Lake Avenue

Property Maintenance: Mark reported he has been working with a homeowner on Hilton Parma Corners Road pertaining to Property Maintenance violations. The property owner has been working to clean up the property and stated he will be removing the garage.

Lighting: There was a complaint received about bright lights at a property on Cedar Terrace. The homeowner is very concerned for safety, there have been two break-ins. Mark worked with the property owner and came to an amicable solution between them and most of the neighbors. Shari Pearce investigated codes within the county pertaining to lighting. Most codes pertain to commercial districts only. With majority satisfied, the matter is considered closed.

Brush clearing: Mark received a complaint from St. Leo’s Church that the owner is clearing brush at 100 Old Hojack Lane. They are requesting a fence be installed when the storage facility is built. Mark explained the Zoning Board of Appeals will be conducting a Site Plan review which will be the appropriate time to address the issue.

Masks: The board thoroughly discussed requiring masks while inside common areas. It will be up to the individual tenants to determine rules once inside their rented space. Unvaccinated individuals are required to wear a mask at all times in common areas. Village employees are encouraged to get a vaccine.

Resolution Effective August 5th, the Hilton Community Center resumes mask mandates in public spaces regardless of vaccination status, motion made by Trustee Fowler, seconded by Trustee Speer. Carried 4-0.

Public Forum

Mayor Lee declared the meeting open at 6:10 p.m. for public comment.

Linda Viney, Apple Fest Committee Chair is seeking permission to install a sign to advertise their BBQ dinner two weeks prior to their event on October 2nd. The Apple Fest will not be held this year.

Resolution to authorize the use of the building and grounds of the Community Center for the Apple Fest Committee to host a BBQ dinner on October 2nd and to allow the installation of a sign for two weeks prior. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

With all persons heard, Mayor Lee closed the public comment portion of the meeting at 6:20 p.m.

Treasurer

Resolution: to authorize the Treasurer to re-appropriate \$265,000 from 2020-2021 budget and amend the 2021-2022 budget for the cost of the refuse truck. Motion made by Trustee Fowler, seconded by Mayor Lee. Carried 4-0.

A960 Appropriations	\$265,000 (A28160.20)
A599 Appropriated Fund Balance	\$265,000

Resolution: to amend the 2021-2022 budget to increase the revenue the amount budgeted the prior year from the equipment reserve to off-set the purchase of the refuse truck. Motion made by Trustee Zabelny, seconded by Trustee Fowler, 4-0.

A510 Revenues	\$65,000 (Equipment reserve)
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Resolution: To renew the CD’s for 30 days at .20 % with Canandaigua National Bank. Motion made by Trustee Fowler, seconded by Mayor Lee. Carried unanimously 4-0.

DPW Superintendent

Resolution to authorize the Superintendent to order and Install LED Streetlights for \$53,245.00 to Power & Construction Group Inc. This is to replace lights on Tallwood Dr, Peach Blossom subdivisions, Canning Street, Upton St, J.J. Lodge and the Community Center. Motion made by Trustee Speer seconded by Trustee Zabelny. 4-0.

Resolution to authorize the Superintendent to send the following vehicles to Auction International: Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

- 2007 Refuse truck
- 2005 Cat Loader
- Tire machine
- Welder and drill press

Resolution to hire SG Security to install outside cameras at the DPW and Community Center at a cost not to exceed \$16,000. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

Generator: Paving in the Community Center parking lot is scheduled next week; the generator should be operational at that time.

Charging station: Jeff reported the charging station at Railroad Avenue and Hovey Street should be operational in September.

Equipment: The Superintendent's pick-up truck has been delayed due to Covid 19. GM has halted production. They are expected to begin taking orders as of 8/12/2021. The refuse truck delivered was delivered 7/27/2021, undercoating will be done soon. An estimate of \$1662.00 to undercoat all heavy equipment has been received. Jeff noted this has not been done in the past two years.

Railroad Avenue sewer project: Jeff was pleased with the work done by Fineline, some minor work needs to be completed. The on/off float heights in the pump station need to be set. Jeff will work with MRB Group to finalize the project.

Water license course: Brian Lissow and Andy Steiger have completed the course and obtained their licenses. Jeff is seeking authorization to send two additional employees to the same course.

Resolution to approve two DPW employees to attend the Class D water license class at SUNY Morrisville in October, motion made by Trustee Fowler, seconded by Trustee Zabelny, carried 4-0.

Trustee Speer offered his thanks to DPW on behalf of the Hilton Fire Department for their help with carnival prep.

Manager

Resolution to authorize the Manager to replace the upstairs hallway carpeting at a cost of \$7,520.00. Motion made by Trustee Zabelny, seconded by Mayor Lee. Carried 4-0.

Fire alarms: In January 2021, Village Manager, Shari Pearce signed an agreement with SG Security to install additional smoke heads in the Community Center as deemed necessary by the Fire Marshal. SG Security has been unwilling to commit to dates to complete the work approved thus far. After many attempts Shari was able to get the project on their schedule and the work should begin in the near future. Shari explained due to the tenants schedules some work will have to take place on Saturdays. Shari will keep the board update on the progress of this project.

Office proposal: Shari explained the office staff has agreed on office design “Option 2” provided by MRB Group. The next step is to work with furniture designers for products. The budget includes chairs for the Board Room.

Federal Relief: Shari reported the funds formula for 4.1% for lost revenue can be used for any reason VB sees fit. Rest of money is restricted use.

Water meters: 76 automatic meters are being installed next week in Creek Crossing by the DPW. Debbie Jones and Aimee Doser will be entering the information into Springbrook. This will be time-consuming but will be a large benefit, especially in the billing aspect.

Resolution to authorize the Manager to sign the contract with EV Charge Solutions to install two dual electric charging stations at the Community Center at a cost of \$28,802.00. The manager will also apply for grant funding from the RG&E and NYSERDA. Motion made by Zabelny, seconded by Trustee Speer. Carried 4-0.

Resolution to authorize to send Shari Pearce and Maryalice Edwards to the NYCOM Fall Training School September 20th -24th. This is a budgeted item. Motion made by seconded by Trustee Fowler, seconded by Trustee Speer. Carried 4-0.

Resolution to host the September 18th Recycling Event from noon – 2 p.m. and pay for any associated costs to Sunnking and Rochester Certified Document. The location for the event will be held at DPW. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

Resolution to approve \$1.00 per hour to Vicky Taylor for her six-month evaluation. Motion made by Trustee Speer, Mayor Lee seconded 4-0.

Walt Horylev Civic Beautification Award – The board has decided to recognize two businesses this year for their improvements. Razzle Dazzle Day Care at 49 Railroad Avenue

and 1-800 Striper at 52 Henry Street. The awards will be presented at a future board meeting. Motion to approve made by Trustee Fowler, seconded by Trustee Speer. Carried 4-0.

Standard Work Day: Motion to approve the Standard Work Day as presented. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

Minutes

Resolution to approve minutes of July 6, 2021, as amended, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

Resolution to approve the joint meeting minutes of July 13, 2021. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

Vouchers

Resolution to approve the August vouchers for payment with the following additions \$858.72 Post Office, \$28,865.41 Fine Line Pipeline, \$14.92 Jackson welding, \$1,108.00 Kistner Concrete, \$18.16 First bankcard, \$264,360.40, Conway Beam. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 4-0.

August abstract	
Prepaid	\$5,495.95
TA	\$28,865.41
General	\$306,481.21
Water	\$65,917.70
sewer	\$286,759.06
capital	<u>\$38.91</u>
Total	\$693,558.24

Adjournment

Motion to adjourn made at 7:20 p.m. made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk