

**Village Board
Meeting Minutes
of January 4, 2022**

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

Guests: Linda Viney

Mayor Lee to call the Village Board meeting to order with the Pledge of Allegiance followed by a moment of silence.

Recreation Department

Tom Venniro reported Jim Roose began his term as Town of Parma Supervisor. Tom updated the board on various events.

COVID: Testing kits were available to all Hilton/Parma residents; the inventory is now depleted.

2022 Fireman's Carnival: The Mayor has received their request to use Village streets for their annual event.

Resolution to authorize the use of Village Streets for the HFD July 14th at 7 p.m. and July 16th 11:45 a.m. for their parades, and the use of the Village golf cart if desired. Motion to approve made by Trustee Fowler, seconded by Trustee Zabelny, carried unanimously, 5-0.

Code Enforcement:

199 East Avenue: Mark Mazzucco gave the board an update on the vacant house and will continue to inform them as the situation develops. The home is still uninhabitable.

52 Underwood Avenue: There are several issues to be addressed at this property. Mark is working with MRB Group and RGE due to the severity of the code violations. At this time, the house has been posted as uninhabitable. This will be an on-going situation.

Property violations: There was a discussion pertaining to property maintenance violations. Mark sends out several violations and follows through to review their progress to ensure the property owners are making the necessary corrections.

Recreational Vehicles: Mark explained he has received push back from some residents pertaining to the recent code update. He expects to have a few residents in attendance tonight to discuss options. Mark has suggested applying to the Zoning Board for relief based on their circumstances. He also stated he can take a more lenient approach if the board feels it is warranted.

Fire Inspections: These inspections are being done by an outside company and is going well. Shari Pearce suggested we may consider budgeting for this annually. The board agreed.

Treasurer

Resolution to renew the CD's at Canandaigua National Bank .18% for 30 days, motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

DPW Superintendent

Flags: Jeff Pearce will be receiving quotes for new flags at the Veteran's Memorial. He will reach out to the Rotary and Lions Clubs for donations. Trustee Fowler asked to have the State of New York flag added to the Community Center flagpole.

Personnel: There are CDL road tests upcoming for a few employees.

Training: The DPW is hosting a Dig Safely class this week in the Ingham Room. Three other municipalities are also attending.

Water Class D: Jeff reported that vaccines are required for those taking the water class D distribution class. So far, four employees have attended and two more going this month. The next class is in July, two employees are registered, however, if they do not change the vaccine requirements, we may not have any more employees eligible to attend.

Windstorm: Jeff reported damage was limited during the recent windstorm, just one tree blew down in the Rolling Meadow subdivision. The generator at the Community Center is working well.

Water leak: There was a water leak on Grove Street that took 9 hours to repair.

Visibility Poles: Jeff recently spoke to Chief Lissow (outgoing) at HFD to obtain visibility poles for hydrants. Jeff will meet with incoming Chief Phil Carris to discuss the purchase; the DPW will install them.

Lighting: Jeff obtained a quote of \$1842 to replace four streetlights at the electric vehicle charging station. Mayor Lee suggested installing a camera on the charging station.

Resolution to authorize the DPW Superintendent to replace 4 lights and two bulbs each for a total not to exceed \$1842. Motion made by Trustee Fowler, seconded by Trustee Speer. 5-0.

DPW Building: Jeff reported there are necessary boiler repairs to be made. It was suggested to utilize natural gas instead of pumping water. Jeff is still investigating options. There is \$98,000 in DPW reserve account. The Village Manager and Treasurer agree to use the DPW reserve account.

Manager's report

Recreation: Shari Pearce reported the Intermunicipal Agreement is overdue. It has been sent to the Town of Parma Supervisor for approval. She will update the board when it has been signed and returned.

Copier: The current Konica copier has been down for the last several days. It was purchased in 2011, due its age the parts are not easily accessible. Eastern Copy Products has not been cooperative to send out a technician or to respond to service calls. United Business Systems offers NY Contract pricing and a copier is in stock that meets the needs of the office. If an independent technician can repair the existing copier a reasonable cost, the copier will be fixed and used as a backup. The board is supportive to purchase a Cannon copier from United Business Systems.

Resolution to authorize the Village Manager to purchase a Cannon copier from United Business Systems with New York State Contract pricing at a cost of \$10,667.84 and to repair the Konica copier as a back up. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Handbook update: Shari Peace recommends updating our handbook to include DPW employees must possess or obtain a commercial driver license within one year of employment.

Resolution to modify the handbook to mandate a DPW employee must possess a CDL license within a year of employment. Motion to approve made by Trustee Fowler, seconded by Trustee Farrell. Carried unanimously, 5-0.

Resolution to authorize Shari Pearce and Maryalice Edwards to attend the NYCOM Winter Legislative meeting on February 13th-15th. This is a budgeted item. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Resolution to authorize to publish two budget meetings for March 17th and 22nd at 5:00 p.m. in the Community Center board room. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously, 5-0.

Resolution to modify the procurement policy to reflect that a minimum purchase be changed from \$1,000 to \$2,500 in order to solicit for quotes. Motion made by Trustee Farrell, seconded by Trustee Speer. Carried unanimously, 5-0.

Local Law 5, 2021: Cannabis: At the December 2021 meeting the Village Board voted to opt out of housing on-site cannabis dispensaries within its boundaries by way of public referendum.

Resolution Pursuant to New York State Cannabis Law § 131 and Village Law § 9-908, the Board of Trustees of the Village of Hilton hereby submits Local Law 5, 2021 opting out of Licensing and Establishing Retail Cannabis Dispensaries within the Village of Hilton to a vote of the qualified electors of the Village of Hilton for their approval or rejection as provided by law at the March 15, 2022 village election. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Employee Assistance Program: Shari reported that two employees have utilized the program this year.

Resolution that the Village of Hilton will hold the general election on March 15, 2022 at the Community Center Board room, 59 Henry St, Hilton NY 14468. Polling hours are from noon – 9:00 p.m. Trustee Fowler made the motion, seconded by Trustee Farrell, carried 5-0.

Public Hearing 6:00 p.m.

To consider Local Law #1, 2022 to add a section in the Traffic and Vehicle Law, 252-4 (A). To prohibit parking all hours of the day and night on Henry Street north of Grove Street.

Mayor Lee opened the public hearing at 6:00 p.m. There was no one present to discuss the matter. Mayor Lee closed the public hearing at 6:05 p.m.

Resolution to approve Local Law #1, 2022 to add a section in the Traffic and Vehicle Law, 252-4 (A). To prohibit parking all hours of the day and night on Henry Street north of Grove Street. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Craig Dean, 121 Underwood Avenue, he suggests improving the method of advertising public hearings. He said he does not read the Suburban News and does not use social media. He noted he has had an RV in his driveway for 50 years. It doesn't block anyone's view and his neighbors have no issues with it. He said it would cost a lot to move his fence and add stone to the yard.

Mr. Dean said RV travel has become more popular. Mark suggested that Mr. Dean considers applying for a variance.

Eric Strong, 127 Centennial Lane, explained he has a 25' RV that he has placed behind his house. He previously stored it neatly in front yard. Mr. Strong said he tried to find affordable storage and is considering a driveway extension. Mark explained the ZBA application process.

Rick Bjornholm, 5 Peach Blossom Circle, also owns an RV. He said it is inconvenient for him to store it off site and move his belongings. Trustee Fowler clarified the change to law was to allow driveway storage during the spring and summer months. Before this amendment, RV's were required be stored behind homes 365 days a year. Trustee Fowler explained the safety reasons for this change due to sightlines including visibility of pedestrians. Mark recommended that Mr. Bjornholm applies for a variance.

Mark asked the board if they are considering lenience on outstanding violations: The board agreed to allow leniency of storage however it will be strictly enforced as of November 2022. Mark will notify the residents by mail.

Minutes

Resolution to approve minutes of December 7th as amended made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0. Motion to approve the minutes of December 21st, 2021 as presented made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously, 5-0.

Vouchers

Resolution to approve the December vouchers for payment with the following add ons: Receiver of taxes, Carol Gursslin, Home Depot, Jackson Welding, MRB Group, Scenic View, Water Wise. Fowler, Speer. 5-0.

The board discussed that the ambulance service will likely become a taxable district. Needs calls per month to have service in our area.

The Special Police meeting went very well. Trustee Speer explained the patrol car possible gift to the members.

Signage for the upcoming election including a banner will be ordered.

Executive Session

A motion to enter into Executive Session at 7:20 p.m. was made by Trustee Fowler, seconded by Trustee Zabelny to discuss an employee's wages.

A motion to exit Executive Session at 7:38 p.m. was made by Trustee Fowler, seconded by Trustee Speer.

Adjournment

Motion to adjourn at 7:40 p.m. made by Trustee Zabelny, seconded by Trustee Farrell. Carried unanimously, 5-0.