

*Village Board of Trustees*  
*Meeting minutes of February 6th 2007*

Present: Mayor Larry Gursslin  
Trustees Horylev, Gates, Speer & Lee  
Clerk-Treasurer, Janet Surridge  
Supt of Public Works, Tom Tilebein  
Code Enforcement, Mike Lissow

Guests: Village Public Works employees, Dana Brunett, Thomas Ganley, Steve Fowler, Dave McCracken, Kris Schultz, Joe Sciortino, Viola Ciciotti with her daughter Valeri and son Livio.

**Employee Recognition**

Mayor Gursslin presented a NY Conference of Mayor's certificate to employee Tom Wright in recognition of his 30 years of service to the Village. A short speech followed.

**Economic Development Coordinator's Report**

Dana Brunett gave the Board an outline of what he feels his scope of work and goals should be as the Coordinator for the committee. He also submitted a proposed contract for services to the Board for approval. Mayor Gursslin replied that the Board will discuss this in executive session later on this evening. To date, the Village owes Mr Brunett for about 8 hours of work.

**Recreation**

Mr Fowler informed us that the Town Board voted in favor of his proposal to study the concept and location for a new Hilton Community Health Club. The Town will fund 50% of the costs up to \$5,000, the same as the Village. He then stated that he contacted the Library Board and asked if they were interested in being included in this study. They are, which adds another 16,000 sq ft of space to the study and increases the cost by \$10,000. The Library will help pay for the extra costs as well.

Mayor Gursslin said this new information about the Library changes the entire scope of the project. He is no longer supportive of the project because of the risk that the library could be relocated out of the village limits. Trustee Horylev added his agreement to this comment as well.

Trustees Gates and Lee were in favor to continue supporting the proposed study as proposed. Lengthy discussion followed.

**Resolution** that if the Library is part of the feasibility study, the Village will not contribute \$5,000 towards that study due to the fact that there is too much risk that the library could be moved out of the village limits. Motion was made by Trustee Horylev, seconded by Mayor Gursslin. Vote as follows: Gursslin, Horylev, Speer, aye; Gates & Lee, opposed. Carried 3-2 (Trustee Gates stated he wanted it known that he considers Recreation as important as the Library and he would hope that if an architect recommends a spot in the village for any new facility that they approve it.)

**Unionville Station**

Kris Schultz and Joe Sciortino were present to ask the Board if any decision has been made about their request to connect future sections of Unionville Station that would be developed in the Town of Parma to the Village sewer system? They need a letter of intent from the Village Board in order to develop construction plans. Mr Schultz suggested that the Village create a sewer district with the Town of Parma. He described similar projects in Spencerport and Hamlin that he has been involved with and gave ideas on how this could be accomplished.

Mr Tilebein stated in his opinion, our sewer system can only accommodate 69 more units. To determine an exact capacity, an engineer would have to study our system more thoroughly.

Trustee Horylev was concerned about leaving this open ended. He would want to specify the number of units to be developed first. Trustee Speer was concerned that we might be getting ahead of ourselves. We should wait until the Town of Parma has rezoned the property for senior housing before taking any action.

Mayor Gursslin will set up a workshop meeting to discuss this request in more detail.

### **62 East Avenue**

Mrs Livio Ciciotti and her daughter Valerie were present to request permission to place a handicap ramp on Village property. The Board reviewed a proposed building plan and questioned why the ramp needs to extend so far from the building? Mr Lissow replied it's because of the size of the landing at the top. A person needs to be able to maneuver on the ramp safely going in and out the door. Valerie stated they considered trying to build the ramp inside the building but there just isn't enough room to accommodate the length they need. Valerie explained this would be a temporary situation until no longer needed. Discussion followed.

**Resolution** to grant permission to the owner of #62 East Avenue, Mrs Viola Ciciotti, to place a handicap ramp on the east side of their building which would enroach on Village property. The Board grants this permission as a temporary arrangement since hardship has been proven that the ramp can not be built elsewhere on the lot. Furthermore, proof of insurance must be filed naming the Village as additional insured on the homeowner's policy prior to the building permit being issued. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

### **Unionville Station**

Matthew Lanzoni was in attendance to talk with the Board on behalf of the members of the Home Owners Association. With all of the talk about more senior housing, both to the south and west of Unionville, the residents are concerned about traffic increases. They are asking if it's possible to make Leith Lane a dead-end street? Mayor Gursslin explained that the Planning Board makes land use decisions. The Village Board can close a street temporarily for construction or parades, but this matter is really an issue to be addressed by the Planning Board. Trustee Horylev was asked to relay this information as liaison to the Planning Board.

### **Code Enforcement**

- Mr Lissow asked the Board that if a structure is damaged by fire and needs to be boarded up, what procedures should be followed? The last time this situation occurred, the homeowner contracted with a company to board up his home but then never paid for those services. The Village became involved and the matter was eventually resolved. Discussion followed.

**Resolution** that in any instance where the Code Enforcement Officer determines that a structure needs to be boarded up for reasons of public safety, he is authorized to hire any company he deems fit to perform the necessary work for the Village. The Village will then bill the property owner for the services rendered. Motion was made by Trustee Gates, seconded by Mayor Gursslin. Carried unanimously 5-0

- Outdoor wood boilers: Mr Lissow and Mr Ingham have concluded their research on the matter of creating some legislation to control these devices. It is their recommendation that they be prohibited within the Village.

**Resolution** to support the recommendation from our Code Enforcement personnel to prohibit outdoor wood boilers in the Village. The Clerk-Treasurer is hereby authorized to create the local law and to schedule the public hearing when time allows. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

### **Public Hearing**

Mayor Gursslin opened the public hearing at 7:00 p.m. to consider the adoption of Local Law #3, 2007 which would abolish the Senior Housing Tax Exemption on new construction in a PRD-S District. There being no one present to discuss this matter, the hearing was immediately closed.

**Resolution** to adopt Local Law #3, 2007 which shall read as follows:

Section 1: Chapter 17, Article IV, Section 12 is hereby amended by adding paragraph C that reads as follows: "Notwithstanding the foregoing, the senior housing tax exemption referred to herein shall only apply to property for which a valid building permit was issued prior to February 1, 2007."

Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

### **Public Works Report:**

- 38 East Avenue: Mr Tilebein reported that he met with the adjacent property owner, Dr Dan Scheg, and discussed the possibility of obtaining a license agreement with him for a shared driveway from East Avenue to the expanded municipal parking area to the rear of his property. Mr Scheg has refused to sign such an agreement because of the additional expense it would create for him. Mr Tilebein will contact Mr Hoefler, the intended buyer of our subdivided lot, and discuss this with him. He is hopeful that the closing can still take place without the license agreement.
- Street lighting purchase: Mr Tilebein reported that he has met with electrical contractors and reviewed the underground services currently owned by RG&E. The mapping details numerous splices in the existing wiring, which is a routine occurrence as long as the splice is installed properly. He also learned that the number of disconnect points may be less than previously estimated. Additional savings may also be realized by purchasing materials under State bid. With the new information, the project does not appear to be as expensive as we thought last month. He recommended that we begin the bidding process now so that we are in a position to start work as soon as the weather breaks. He also recommended that we hire two former RG&E employees who have extensive knowledge about our intended project as consultants who can assist us with preparing our specifications.

**Resolution** to hire Roger Mott and Heinz Kepplinger for the purpose of assisting the Supt of Public Works with the preparation of the service point disconnects specifications at the rate of \$45.00/hr, and shall not exceed \$10,000 for this project. Be it further resolved that Mr Tilebein may begin the bid process and schedule a bid opening date. Motion was made by Trustee Horylev, seconded by Trustee Speer. Carried unanimously 5-0

- **Resolution** to authorize the Supt to prepare bids & specs for the purchase of concrete during 2007 and to conduct a bid opening. Motion was made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 5-0
- Mr Tilebein stated that some employees have requested Hepatitis shots as a safety measure for working around hazardous environments such as sanitary sewers. Trustee Gates made a motion stating the Village of Hilton will pay for these Hepatitis shots whenever needed. Seconded by Trustee Horylev. Carried unanimously 5-0

### **Clerk-Treasurer:**

- Cable Franchise Agreement: Mrs Surridge reported that Time Warner rejected our offer of a 5 year renewal, however, she offered a ten year renewal as a compromise to their request for 15 years and they accepted it.

**Resolution** to renew the existing franchise agreement with Time Warner Cable for a ten year period, to commence on May 13, 2007 and expiring on May 12, 2017. Motion was made by Trustee Horylev, seconded by Mayor Gursslin. Carried unanimously 5-0

- **Resolution** that the Board of Trustees authorizes payment in advance of audit of claims to Energy Services Group, Constellation Energy and the NY ISO for electricity charges which are due prior to the regular meeting date of the Village Board. All such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees. Motion was made by Trustee Gates, seconded by Trustee Speer. Carried unanimously 5-0
- **Resolution** that the Village Board will meet on the following dates at 5:00 pm for the purpose of reviewing and adopting the budget for fiscal year 2007-08: 3/14; 3/20; 3/26 and furthermore, the date of April 3, 2007 is hereby set for the budget public hearing to start at 7:00 pm. Motion was made by Mayor Gursslin, seconded by Trustee Horylev. Carried unanimously 5-0

Mayor Gursslin made a motion to enter into Executive Session at 7:40 pm. The meeting reconvened at 8:15 pm.

### **Vouchers**

**Resolution** to approve the abstract of vouchers for payment, total as follows:

General	\$ 33,749.37
Water	\$ 27,135.49
Sewer	\$ 333.87
Electric	\$ 331.51
Gas	\$ 94.52
Prepaid	\$135,769.14
T/A	<u>\$ 14,997.53</u>
Total	\$212,411.43

Motion was made by Trustee Gates, seconded by Trustee Speer. Carried unanimously 5-0

### **Apple Festival**

Trustee Lee asked the Board on behalf of the Apple Festival Committee if they could relocate their office space to the larger room across the hall which was just vacated by Day Care. He also asked if any additional rent would be charged. Discussion followed.

**Resolution** to allow the Apple Festival Committee to relocate their office to room 2B and no additional rent will be charged. Motion was made by Trustee Speer, seconded by Trustee Horylev. Carried 4-0-1 Trustee Lee abstained as he is a member of the Apple Festival Committee.

### **Newsletter**

**Resolution** that the probationary period is hereby extended for Sandra Watkins. Motion was made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0

### **Hilton Parma Fire District - FEMA Grant**

**Resolution** : Whereas, the Hilton Parma Fire Station on South Avenue is located in a flood plain area, and

Whereas, the Hilton Parma Fire Station was substantially flooded by storm water in 2004 which cost thousands of dollars to repair, and

Whereas, the Hilton Parma Fire District is seeking to relocate their facility to a new location, and

Whereas, the Hilton-Parma Fire District has approached the Village of Hilton to be lead applicant to apply to the Federal Emergency Management Association with the Hilton Parma Fire District as a sub-applicant in order to secure a federal grant in the amount of \$546,660 (which is 75% of the total project costs), of which said funds would be used to acquire the Fire District property, demolish the building and removing the pavement to create an open space area,

Now, therefore, be it resolved that the Village of Hilton hereby agrees to provide in-kind support services, such as labor and equipment, equal to the project's 25% matching funds of \$182,220 of which said funds will be reimbursed to the Village of Hilton by the Hilton Parma Fire District.

Motion to approve was made by Trustee Gates, seconded by Trustee Horylev. Carried unanimously 5-0

### **Minutes**

**Resolution** to approve the meeting minutes of November 28, 2006. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

**Resolution** to approve the meeting minutes of December 5, 2006. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

**Resolution** to approve the meeting minutes of December 12, 2006. Motion was made by Trustee Gates, seconded by Trustee Speer. Carried unanimously 5-0

**Resolution** to approve the meeting minutes of December 21, 2006. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried 3-0-2. Trustees Speer & Gates abstained.

### **Planning Board**

**Resolution** to accept the resignation from John Steinmetz from the Planning Board, effective February 13, 2006. Motion was made by Mayor Gursslin, seconded by Trustee Horylev, with regret. Carried unanimously 5-0.

### **Economic Development Coordinator**

**Resolution** to contract with Dana Brunett for the sum of \$25.00 per hour for the purpose of meeting the goals of the Economic Development Committee as previously outlined by the Village Board. Motion was made by Mayor Gursslin, seconded by Trustee Horylev. Carried unanimously 5-0

### **Water Tower Lease**

The Board reviewed a proposed lease agreement with Clearwire who wants to install communication equipment on the water tower. The lease was prepared and negotiated by the Monroe County Water Authority and it states the following terms: 1) initial duration is 5 years with up to 4 additional 5 years periods. 2) The rent will be \$14,400 payable annually in advance, distributed 60% MCWA and 40% Village. 3) Future rent increases: 15% upon each renewal.

**Resolution** to enter into a joint lease agreement with the Monroe County Water Authority and Clearwire for communication equipment that will be installed on the water tower. Motion was made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 5-0

Meeting adjourned at 9:00 p.m.

Janet Surridge  
Clerk-Treasurer