

**Village Board of Trustees
Meeting Minutes of June 2, 2009**

Present: Mayor Larry Gursslin
Trustee Horylev, Gates, Lee & Speer
Village Manager, Janet SurrIDGE
Village Clerk, Shari Pearce
Asst Superintendent of Public Works, Keith Brown
Code Enforcement Officer, Mike Lissow

Absent: Superintendent Tom Tilebein

Guests: John Collins, Doug Rivais, Nathan Faulknor, Dave Wright, Carm Carmestro,
John Corcoran, Tom Burger and family

4:30 pm:

The property owner of 50 Canning Street was present to discuss with the board the easement agreement that exists on the deeds between himself and the Village. About two years ago, the Village began negotiations with the property owner to get the deed restriction removed on our property at #10 Canning Street. The deed restriction forever binds the two property owners to equally share any costs for parking lot improvements.

A general discussion took place on this subject. The Village will be seeking a legal opinion on the language of the easement agreement.

| Mayor Gursslin called the meeting to order at 5:00 p.m. followed by the pledge to the flag.

Eagle Scout Project

Nathan Faulknor is striving to obtain one of the highest honors for a Boy Scout, the Eagle Badge. Mr. Tilebein has recommended the following project for Nathan: Nathan is going to clean, scrape, wash and paint fifty seven (57) fire hydrants located in the Village. The paint and tools will be provided by the Village. The work will commence in the months of June and July. He provided the board with a project outline.

The Board is very supportive of the proposed project.

Resolution to approve the project and the Village to pay for the paint and materials. Motion made by Mayor Gursslin, seconded by Trustee Horylev. Carried unanimously 5-0.

Citizen of the Year Recognition

Mayor Gursslin presented Mr. Tom Burger with a plaque illustrating his many accomplishments and congratulated him on being this year's 2009 Citizen of the Year. Mr. Burger introduced his family to the Village Board and he accepted his plaque and gave a brief thank you speech.

At this time, Mayor Gursslin opened the public forum portion of the meeting. There was nobody present to speak with the Board.

Fire Department Sign

There was a discussion regarding removing the existing Fire Department sign after the old Fire Hall is demolished at 135 South Ave. The Village is administering a FEMA Grant for the Fire Department, which specifically states all signage needs to be removed from the property.

Mr. Dave Wright, 173 South Ave, stated in his opinion, the Village accepted the FEMA Grant which states the sign needs to be removed and they need to adhere to the restrictions.

Trustee Gates stated he does not want to jeopardize the FEMA Grant and believes the Village should abide by the rules and regulations.

Mayor Gursslin stated he would like to save or preserve the sign for the general area. He feels by removing the sign, the Village would gain other unattractive signs in the area.

Resolution to remove the sign from the property at 135 South Ave and offer the sign to the Fire Department for their use. Motion made by Mayor Gursslin, seconded by Trustee Gates. Approved 3-2. (Mayor Gursslin and Trustee Lee opposed).

Request for Rezoning on Hale Haven Drive

Mr. John Collins has submitted a letter to the Village Board requesting his two lots, 103 and 105 Hale Haven, be rezoned from Residential to Limited Commercial. He relayed to the board the lots are located next to the new Fire Department, the schools and the Town of Parma. He has been marketing the properties for Residential use, but has been unsuccessful in any purchase offers. Mr. Collins feels this request will not alter the character of the neighborhood. He has not spoken to any of his surrounding neighbors.

The board had a general discussion and agreed to proceed to the next step of holding a public hearing.

Resolution to hold a public hearing on July 7, 2009 to consider the rezoning of 103 and 105 Hale Haven Dr from Residential to Limited Commercial. Trustee Speer made the motion. Trustee Lee seconded the motion. Approved unanimously 5-0.

Trustee Gates publicly thanked the office staff and board for all the reports being emailed to him while he was on vacation.

Oath of Offices- New Appointments

Mayor Gurslin introduced the family and friends of Janet Surridge, Shari Pearce and Maryalice Edwards to the Village Board and the audience. At this time, Mayor Gurslin gave a brief history of each of the employees and administered the Oath of Offices for the following positions of Village Manager, Village Clerk and Village Treasurer. These positions had been previously approved by resolution on April 21, 2009.

The following Oaths were administered:

Janet Surridge - Village Manager
Shari Pearce - Village Clerk
Maryalice Edwards - Treasurer

The Mayor and Village Board congratulated the employees to their new positions and wished them well in their new endeavors.

Code Enforcement

- Unionville Station; Mr. Lissow reported construction of section six has began.
- Temporary Handicap Ramp; a Town of Parma resident will be donating a temporary handicap ramp to loan to any resident in the Town or Village if needed. This resident is no longer in need of the ramp and would like others to benefit from it. The Village Code currently allows for the use of temporary handicap ramps. Trustee Horylev would like the Village and Town to coordinate efforts between them to implement the shared use of the ramp.
- Assistant Building Inspector: Mr. Lissow reported he has been working with Assistant Jim Volkmar this past month. Mr. Volkmar has been assigned the inspections of sheds, fences, decks and other less time consuming inspections on a weekly basis. This reorganization will allow for Mr. Lissow to be in the office more and to perform the more detailed inspections.
- 4 South Ave Parking; There was a discussion on the status of the parking lot agreement with Mr. Fertitta and the Village. Mr. Lissow reported there has been a truck in the parking lot for sometime and action needs to be taken. Since the Village does not have a signed lease to date, Mr. Lissow cannot tow the car off of private property. Discussion followed.
- Creek Crossing; Mr. Lissow reported he found a structural problem with the construction of seven buildings at Creek Crossing. Corrective action included installing engineered beams.

Superintendent of Public Works

Assistant Keith Brown was present on behalf of the Superintendent

Trustee Horylev commended the DPW for painting the flower pots behind Z's Automotive and putting out the mulch and the plantings around the Village. He remarked the Village looks great.

- Grant Application: Mr. Tilebein is submitting a grant for a water meter replacement program. This would allow for automated meters to be installed in the Village. The matching funds are a minimum of 10%. He is requesting the Village Board pass a resolution for the acceptance of this application.

Resolution to submit a grant application for a water meter replacement program in the amount of \$299,000. The Village of Hilton would have to contribute a minimum of 10% matching funds. Motion made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0.

- **Cleaning and Video Inspection of Sewers**; Mr. Brown stated Monroe County Pure Waters will be inspecting the 18" sewer main from the Village Park at East Avenue to the South Avenue bridge area. The study will begin in July and conclude in August. They will be submitting their report and based on their recommendations, the Village can determine the course of action at that time if repairs are needed.
- **North Ave Sewer**; Mayor Gurslin hired Allen Fitzpatrick to provide the Village with a report on how much value is added to a home when it has sanitary sewers versus a septic system. The cost for the report is \$400.00. Frank Trinca with Nothnagle Realty was also asked for his opinion on the subject matter. He stated the home value increases by 1-2 %.

There was diversity between the board members on how much to charge for the outside sewer connection fee. The current fee is \$500.00. General discussion followed. No decision was made.

- **Jennejahn Lodge**; A discussion took place regarding the maintenance of the lodge for cleaning and opening/closing on the weekends. Currently management attends to the lodge on the weekends. A discussion took place on the possibility of creating a parks position in the future to attend to the lodge.
- **School Project**: Michael Lauderdale, a 5th grader at Quest Elementary School has been installing storm drain markers in the "Westchester" section of the Village. The markers will help to educate residents about the negative impact on water quality if substances are dumped into the storm drains.

Clerk's Report

- Village Office Employee Safety; Village Clerk Shari Pearce requested quotes from two contractors for the front counter area to improve safety. After reviewing the quotes, Mrs. Pearce will obtain a third quote prior to a decision being made.

- Village Office: Maryalice Edwards and Amy Harter switched offices to improve office efficiency and job sharing, however, Maryalice would prefer to have wall units to give her more privacy and uninterrupted work time. A quote was obtained from a vendor who has the NYS contract and the cost for new walls are \$993.87. General discussion followed.

Resolution made by Trustee Gates to spend up to \$1,000.00 to create a new office for the Treasurer. Seconded by Trustee Horylev. Carried unanimously 5.0.

- Discuss appointments for Public Officials; Mrs. Surridge updated the board on the three positions passed by resolution at the April 21, 2009 meeting and civil service requirements. Discussion followed and no action was taken.

For the record, the Superintendent and the Code Enforcement Officer are considered employees, not Public Officers, therefore an annual appointment by resolution is not necessary.

Resolution to amend the 2008-09 budget as follows: Motion made by Mayor Gurslin, seconded by Trustee Lee. Carried unanimously 5-0.

Increase:

A1620.2	Com Ctr equipment	\$1,350	(cabinets new Sr Lounge)
A1620.4	Com Ctr maint	\$2,842	(elevator repair)
	Com Ctr insurance	\$1,551	
	Com Ctr natural gas	\$1,800	
A1920.4	Municipal Dues	\$2,290	(Stormwater catch up 2008)
A1950.4	Taxes on property	\$ 925	(30 Mariah St)
A7510.1	Historian, personnel	\$ 501	(John Corcoran's salary)
A8010.4	Zoning Bd other	\$ 270	(training costs)
A1640.4	Garage, other	\$2,200	(bldg insurance)
A5142.1	Snow, personnel	\$1,900	
A5142.4	Snow, salt	\$5,300	
A7110.1	Parks, seasonal help	\$3,500	(inaccurate budget estimate)
A7110.2	Parks, equipment	\$ 515	(tables, Jennejahn Lodge)
A8160.1	Refuse, personnel	\$1,255	(overtime/Burch truck repairs)
A8560.40	Trees	<u>\$1,685</u>	
Decrease A1990.4	Contingency	\$27,884	

Water fund:

Increase:	F8340.4	Water meters	\$1,720
Decrease	F8320.4	Purchase of water	\$1,720

- FEMA Project: The NYS Department of Labor increased their asbestos licensing fee on April 7, 2009. The contractor was billed an additional \$1,200.00, and they are requesting reimbursement from the Village. After conferring with John Lemcke from the Fire District, they agreed to reimburse the Village for the additional fee. General discussion followed.

Trustee Gates stated he feels companies take advantage of Municipalities. The Village Board agreed to pay the additional \$1200.00 under protest.

Demolition of the old Fire Hall is scheduled for the week of June 8th.

- Farmer's Market: An advertisement seeking vendors has been placed in the Suburban News. Our insurance company has been notified and the additional fee to the Village is \$500.00 for the liability insurance for this weekly event.
- Identity theft: The Village has implemented the new customer protection program. The changes to note are: Lawyers can no longer call for account information or order a tax search for a closing without providing us with a signed document from the account holder authorizing the release for their information. Customers who call for bill information must provide the last 4 digits of their social security.
- Gas & Electric Funds: The Village has been maintaining separate checking accounts for each fund, yet when we report our year end financial information to the State, we must combine the information as a single enterprise fund. We will be combining the two funds into one as of June 1, 2009.

Vouchers

Resolution to approve the abstract of vouchers with the following additions: Amy Harter \$68.98, Arlington \$50.00, Larry Speer \$295.00, Tri-Delta \$3718.00 and Larry Gurslin \$92.60. Totals as follows:

General fund	\$ 52,883.55
Water fund	\$ 34,512.46
Sewer fund	\$ 3,700.19
Capital	\$ 1,659.00
Gas&Electric	\$ 8,052.79
Prepaid	\$ 132,594.37
BCBS	\$ 8,876.72
Total	\$ 242,279.08

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

Minutes

Resolution to approve the meeting minutes of April 14, 2009 as submitted. Trustee Lee made the motion, Trustee Horylev seconded the motion. Approved unanimously 5-0.

Resolution to approve the meeting minutes of April 21, 2009 as submitted. Trustee Horylev made the motion, Trustee Lee seconded the motion. Approved 4-0-1. (Trustee Gates abstained)

Resolution to approve the meeting minutes of May 5, 2009 as submitted. Trustee Gates made the motion, Trustee Lee seconded the motion. Approved 4-0-1. (Trustee Speer abstained)

Taxes

Resolution that pursuant to the existing franchise agreement and per Section 626 (1) of the Real Property Tax Law, a tax credit of \$193.28 is hereby granted to Time -Warner Cable for fiscal year 2009-10. Trustee Speer made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

Resolution to authorize the Village Treasurer to credit the tax bill for #30 Mariah Street by \$155.50 since the property is now owned by the Village of Hilton. Trustee Lee made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

Village Attorney

Resolution to retain the law firm of Lacy, Katzen LLP, and Attorney Larry Schwind on a fee basis when legal advice is needed at a rate of \$195.00/per hour. Motion made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0.

Hilton Fire District

Resolution to acknowledge the new Hilton-Parma Fire District, Fire Station at 120 Old Hojack Lane and to extend best wishes to all the volunteers who use the new facility. Motion made by Mayor Gursslin, seconded by Trustee Lee. Carried unanimously 5-0.

North Wind & Power

Trustee Larry Speer and Village Manager Janet Surrige had a conference call with the two representatives from North Wind & Power. The discussion centered on the company providing the Village with a pre-feasibility study for a wind farm business.

A proposal was provided to the Village Board quoting their services for \$5,000.00. Their proposal includes developing a financial model, methodology, deliverables and timelines. Northwind and Power will determine with the Village if a project might be financially viable. General discussion followed.

Resolution to approve \$5,000.00 to hire North Wind & Power for a feasibility study. The monies will be funded through the Electric Fund . Motion made by Trustee Gates, seconded by Trustee Horylev. Carried unanimously 5-0.

At this time, the board entered into executive session to discuss a personnel matter at 8:55 p.m. Motion made by Trustee Horylev, second by Trustee Lee. Carried unanimously 5-0.

The board closed executive session at 9:30 p.m. Motion made by Trustee Horylev, seconded by Mayor Gursslin. Carried unanimously 5-0.

Respectfully Submitted,

Shari Pearce, Village Clerk