

**Village Board of Trustees  
Meeting Minutes of January 3, 2012**

Present: Mayor Lee, Trustees Gates, Speer and Bimmler  
Janet Surridge, Village Manager  
Superintendent of Public Works, Mike McHenry  
Village Clerk, Shari Pearce  
Code Enforcement Officer, Mike Lissow

Absent: Trustee Horylev

Guests: Carm Carmestro, Tom Scheg, Dave Wright, Andrew Fowler

Mayor Lee called the meeting to order at 5:00 p.m. with the pledge of allegiance to the flag.

**Public Forum**

There being no public comment, the public portion of the meeting was closed at 5:01 p.m.

Trustee Speer publicly stated that he was disappointed that the special police wrote a negative article in the Suburban News.

**Public Work's Report**

- Street Sweeper: Mike McHenry explained to the board that an opportunity arose with our current street sweeper manufacture, Ravo. Ravo has twenty-two street sweepers in North America; they need to liquidate and they have greatly reduced their price, by almost \$30,000.00. The sweeper was scheduled to be replaced in the upcoming budget year 2012/2013. The estimated cost of the new sweeper is \$133,000.00; if we waited until June 2012 to purchase the sweeper, the cost would be \$165,000-\$170,000.00. The company is also willing to look at our old sweeper for a trade in value.

Maryalice Edwards has put together a spreadsheet illustrating how the Village can afford to purchase the sweeper in this fiscal year. She noted with receiving more monies in revenues and spending less money in some of our expenses than were budgeted, the Village can afford to purchase the street sweeper in this fiscal year. General discussion followed.

**Resolution** to authorize the Superintendent to go out to bid for a new street sweeper and authorize him to seek what a trade in value would be for the 2001 street sweeper. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 4-0.

- Equipment Trailer: Mike McHenry requested approval to purchase a trailer which will facilitate a safer way of loading heavy equipment. He noted we budgeted \$3, 200.00 for the trailer and the actual cost will not exceed \$2,000.00.

**Resolution** to authorize the Superintendent to purchase a trailer for \$2,000.00 to transport heavy equipment. Trustee Gates made the motion, seconded by Trustee Bimmler. Carried unanimously 4-0.

- Annual Bucket Truck Rental: Mike McHenry stated he will be renting a bucket truck from Penske Rental out of Liverpool to assist in trimming trees. The cost of the rental truck will not exceed \$2,850.00. This is a budgeted item.
- Recycling and Trash Collection: Mike McHenry reported all of Parkwood Manor will be collected now on Wednesday versus two days of collection. This is one more benefit of not weighing the refuse and streamlining the process.

#### **Code Enforcement**

- FCC License Approval: Mike Lissow reported he switched vendors for the FCC License approval; the contractor is out of Pennsylvania and the approval is moving forward.

#### **Clerk's Report**

**Resolution** to approve the holiday schedule for 2012. Trustee Speer made the motion, seconded by Trustee Bimmler. Carried unanimously 4-0.

Holiday	All Departments Closed	Refuse & Recycling
Martin L. King	Monday, January 16th	Tuesday, January 17 <sup>th</sup>
Presidents Day	Monday, February 20th	Tuesday, February 21st
Good Friday	Friday, April 6 <sup>th</sup>	Not Applicable
Memorial Day	Monday, May 28 <sup>th</sup>	Tuesday, May 29th
Independence Day	Wednesday July 4th	Thursday July 5th
Labor Day	Friday August 31 <sup>st</sup>	Not Applicable
Labor Day	Monday, September 3rd	Tuesday, September 4th

Columbus Day	Monday, October 8th	Tuesday, October 9th
Veterans Day	Monday November 12th	Tuesday November 13th
Thanksgiving	Thursday, November 22nd	Wednesday, Nov 21st
	Friday, November 23 <sup>rd</sup>	Not Applicable
Christmas	Tuesday December 25th	Wednesday December 26th
New Year's 2012	Tuesday January 1st	Wednesday January 2nd

- Local Laws #1, 2 and 3, 2012: Shari Pearce requested approval to move forward to schedule public hearings for the proposed local laws. These local laws pertain to the unused Zoning Districts and amending the Architectural Design District Law. The proposed laws are as follows:

**Proposed Local Law #1, 2012  
Amending Chapter 24 of the Zoning Local Law**

Section 1: Delete Section 24-302 (C) (5), (Residential District) in its entirety.

Section 2: Delete Section 24-302 (D)(7), (Residential District) in its entirety.

Section 3: Delete Section 24-309 (D) (3) (g), Planned Residential District Senior, in its entirety: "All front steps are to be poured in place."

Section 4: Delete Section 24-308 (G), Planned Residential District, in its entirety.

Section 5: Delete Section 24-309 (G), Planned Residential District Senior, in its entirety.

Section 6: Delete Section 24-310 (D)(5)(g), Limited Commercial District in its entirety.

Section 7: Amend Section 24-310 (D), Limited Commercial District, Dimensional requirements, by adding the following: "#8: All development shall employ building and site design standards to ensure compatibility with adjacent residential development."

Section 8: Amend Section 24-311 (D)(4), Central Business District, Dimensional Requirements, by deleting the words “but no greater than 3 stories or 45 feet high”.

Section 9: This local law shall become effective upon publication and filing with the Secretary of State.

**Proposed Local Law #2, 2012  
Elimination of Zoning Districts**

Section 1: In that the Flood Hazard Protection District is not presently utilized and is no longer required, Chapter 24, Article III, Section 24-301 is hereby deleted in its entirety. Section 24-301 is hereby reserved for future use.

Section 2: In that the R-2 Residential District is not presently utilized and is no longer required, Chapter 24, Article III, Section 24-303 is hereby deleted in its entirety. Section 24-303 is hereby reserved for future use.

Section 3: This local law shall become effective upon filing with the Secretary of State.

**Proposed Local Law #3, 2012  
Amending Chapter 2A, Architectural Design District**

Section 1: Section 2A (2) Definitions, is hereby amended by deleting the definition of “Architectural Design District” and replacing it with the following: “All properties in the Village of Hilton that are zoned C-Commercial; I-Industrial; LI-Light Industrial; LCD-Limited Commercial; CB-Central Business District.”

Section 2: Section 2A (4) (A), Changes in exterior architectural features prohibited, is amended by deleting the words “and signs” in the first sentence.

Section 3: Delete Section 2A (5)(B)(6), Certificate of approval required, in its entirety.

Section 4: This local law shall become effective upon publication and filing with the Secretary of State.

**Resolution** to authorize the Clerk to schedule a public hearing on February 7, 2012 for Local Laws #1, #2 and #3, 2012. Trustee Bimmler made the motion, seconded by Trustee Gates. Carried unanimously 4-0.

- 2012 Election: Shari Pearce recommended the following resolutions be approved for the upcoming general election.

**Resolution** that the next Village election shall be held on March 20, 2012, the polling place will be at the Hilton Community Center, 59 Henry Street and the voting hours shall be 12:00 noon thru 9:00 p.m. Be it further resolved that there shall be no Village registration day since the County of Monroe will provide a list of registered voters and there will not be a Village registration day. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 4-0.

**Resolution** to appoint Sandy Popowich and Barbara Szczepanski as our election inspectors at a rate of \$10.00/hour. Trustee Speer made the motion, seconded by Trustee Bimmler. Carried unanimously 4-0.

### **Village Manager**

- New York Planning Federation Conference: Janet Surrige remarked the conference has always been held in October and the Village did not send any Zoning Board members for training this year. Janet Surrige received an announcement that the 2012 conference is going to be held from April 15<sup>th</sup>-17<sup>th</sup> in Saratoga Springs. She is recommending that since the Zoning Board members now have new planning responsibilities, they should attend this conference; the monies are to be taken from the contingency fund.

**Resolution** to send all six members of the Zoning Board and Mike Lissow to the training sessions at the NYPF Conference held in Saratoga Springs on April 15<sup>th</sup>-17<sup>th</sup>. The funds are to be taken from the contingency account. Trustee Speer made the motion, seconded by Trustee Bimmler. Carried unanimously 4-0.

- #10 Canning Street parking lot agreement: Janet Surrige noted our Attorney, Larry Schwind, is in the process of closing these real estate deals and filing the new easements.
- HDK Mold #6 Upton Street: Janet Surrige stated our engineer was instructed to map the new location of the ingress/egress easement on December 27<sup>th</sup>. She stated it should be completed the first week of January. Once this is complete, we should be ready to close.
- Shared Services Grant: New York State has announced a grant opportunity; the deadline to apply is March 1, 2012. Janet Surrige spoke with our grant writer, Bill Reemsten from LaBella Associates, and he stated he was not sure our project will score high enough to be successful. We are going to work with him and determine if we should spend the money to apply.

- Community Development grant: Janet SurrIDGE stated Monroe County has notified the Village that we need to submit a grant application by February 10<sup>th</sup> if we want to be included in this year's funding. For the past two years, we have received funding for our sanitary sewer project because the repairs are being made in a qualified zone. Our third sewer project will also fall in this zone, but she reminded the board that the handicap ramp at the south end of the Community Center needs to be repaired. We did apply for two grants last year but received just one. She requested the board to discuss what project should take priority and authorize her to submit an application for consideration. After a detailed discussion, the board determined the sanitary sewer project should be the priority and the handicap ramp will be discussed as a possible budget item.

**Resolution:** Whereas approximately 1,000 L.F. of sanitary sewer main located on Hillside Drive, Hazen Street and Smith Street needs to be repaired, and

Whereas, this project is located in Census Block Group 148.04 which has been deemed by the 2005 U.S. Census Bureau as a low to moderate income area which makes the project eligible for funding under the 2010 Community Development Block Grant program (CDBG) and

Whereas, the project cost is estimated to be \$79,000 plus \$6,000 for engineering fees,

Now therefore, be it resolved that the Village Manager is hereby authorized to apply for a CDBG in the amount of \$50,000 to finance this project with the Village of Hilton's share being \$35,000 which would be budgeted in the 2012-13 fiscal year.

Be it further resolved that the Village Board of the Village of Hilton has reviewed the SEQR form prepared by the Village Manager and makes the following determination: The Village Board of the Village of Hilton will act as lead agent and hereby declares that the proposed action will not result in any significant adverse environmental impacts.

Motion by Trustee Gates, seconded by Trustee Speer; it was duly carried unanimously 4-0.

- Sale of 10 Canning Street: Janet SurrIDGE reported the final terms that the board agreed to with Mr. Ken Sixt are as follows: Sale amount is \$30,000; 6% mortgage rate amortized over ten years with a balloon payment after 5 years; the down payment is \$3,000.00. The contingencies are Attorney and Development Approvals for the construction of a single story building for commercial use.

## Minutes

**Resolution** to approve the meeting minutes of December 6, 2011 as amended. Motion made by Trustee Bimmler, seconded by Trustee Speer. Carried unanimously 4-0.

**Resolution** to approve the meeting minutes of December 14, 2011 as submitted. Motion made by Trustee Bimmler, seconded by Trustee Speer. Carried unanimously 4-0.

## Vouchers

**Resolution** to approve the abstract of vouchers with the following additions: Mike Lissow \$166.20, Steinmetz Planning Group, \$650.00. Totals as follows:

General fund	\$	25,883.02
Water fund	\$	25,169.63
Sewer fund	\$	4,284.98
Gas&Electric	\$	170.46
Prepaid	\$	106,357.84
T&A	\$	14,536.87
Total	\$	176,402.80

Motion made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 4-0.

## No Parking on Henry Street

The board discussed the possibility of creating a local law that would prohibit parking on both sides of Henry Street during the Apple Festival each year. General discussion followed.

**Resolution** to authorize the Village Clerk to prepare a local law that there shall be no parking on either sides of Henry Street during every Apple Festival weekend. Trustee Speer made the motion, seconded by Trustee Bimmler. Carried unanimously 4-0.

## Creation of Radio Station

Mayor Lee brought up for discussion the possibility of creating a radio station in Hilton. Janet Surridge explained she has received a proposal from Rick Jordan, a Village resident, who is interested in aiding the formation of a radio station in our community. The first step would be to set up a meeting with the Village Board and the School District to conceptually discuss this idea. The board is in support of pursuing this concept further and having a meeting.

### **Recreation Commission**

**Resolution** to reappoint Al Howe to the Recreation Commission for a five year term to expire on December 31, 2016. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 4-0.

### **Employee Health Insurance**

**Resolution** that in accordance with Section 802 (A) (4) of the Employee Handbook for health insurance, the Village Board hereby establishes that the Village of Hilton will deposit 90% of the active employee's annual deductible and 100% of the retired employee's annual deductible into each eligible employee's health savings account for through May 31, 2012: Trustee Speer made the motion, seconded by Trustee Gates. Carried unanimously 4-0.

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully Submitted,

Shari Pearce, Village Clerk