

**Village Board
Meeting Minutes of
October 4, 2016**

Present: Mayor Lee, Trustees, Burritt, Gates, Speer, Zabelny
Village Manager/Clerk, Shari Pearce
Village Treasurer, Maryalice Edwards
DPW Superintendent, Mike McHenry
Code Enforcement Officer, Mike Lissow
Deputy Clerk, Amy Harter

Guests: Scott Bova and Dave Willard, MRB, Karen Strassner, Michelle Smith

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

Community Center Comprehensive Building Report

Scott gave an extensive review of the report provided regarding the Community Center upgrades. Dave Willard was in attendance and provided additional information.

Code Enforcement

Flood Smart: Mike Lissow is seeking approval for 2.5 credit hours of annual training credit for Zoning Board members that attended the Flood Smart Communities presentation on 9/17/16. These members are Richard Bjornholm, Richard LaForce and Shelly Kordish.

Resolution to authorize 2.5 hours of annual training credit for three Zoning Board of Appeals members as noted for their attendance on 9/17/2016. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

Hilton Central School District: Mike Lissow reported the school district is seeking to become the lead agency for the upcoming coordinated SEQRA review for 2016 Capital Improvement Project.

Resolution the Village Board has no objection to the Hilton Central School District acting as Lead Agent for the 2016 Capital Improvement Project SEQRA. Speer, Zabelny. Carried unanimously 5-0.

Events: Mike Lissow reported the Food Truck Rodeo held at the high school and the Apple Fest went well with no issues. Mike noted the food truck vendors were excellent to work with and was well prepared.

Treasurers Report

State Aid: Maryalice Edwards reported the Village has received \$128,561.00. This exceeded the budgeted amount by \$6281.00 for per capita aid.

Banking: The Village accounts have been transferred to Canandaigua National Bank and have gone quite well. Shari Pearce thanked Maryalice for her extra work on this project.

Resolution to deposit \$21,300.00 to the DPW reserve fund, from the sale of the backhoe and chipper. Motion to approve was made by Trustee Speer seconded by Trustee Gates. Carried unanimously 5-0

Superintendent Report

Streetlights: Mike reported the LED street lights along South Avenue and Village II Drive are being installed.

Carter Drive culvert: Dave Willard, MRB Group was present to review a written proposal submitted for this project.

Resolution to authorize DPW Superintendent to hire MRB for engineering services for the Carter Drive Culvert at a cost not to exceed \$29,490, motion made by Trustee Speer, seconded by Trustee Burritt. Carried unanimously 5-0.

Shared Services: The Village of Brockport sent their bucket truck to Hilton for tree removal for 11/2 days along with an operator. Mike also noted other shared services with Parma, Spencerport and the Hilton Central School District.

Resolution to authorize DPW Superintendent to attend the Western New York Water Works Conference in Cheektowaga on October 12, 2016. This is for Mike's Class D water license renewal. The cost is \$30.00. Trustee Zabelny made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

Public Forum

Michelle Smith, owner of 131 Underwood, was present to discuss the possibility of a sight barrier between her property and 650 Lake Avenue. She is seeking approval to plant trees on her property line. The board did not object to her request and suggested she come to an agreement with Mr. Marek to avoid any miscommunication.

Recycling: Village employee, Karen Strassner, asked the board to have the current policy rescinded which does not allow Village employees to remove items from the refuse and recycling route. The board will consider the request; no decision was made at the meeting.

Managers' Report

Fiscal Stress: Shari Pearce has received information from the New York State Comptroller's Office; the Village of Hilton is listed as one of the least fiscally stressed municipalities within New York. The board was extremely pleased with this information.

Rent: Shari Pearce stated the deadline set by the board for outstanding rent within the Community Center has passed for a tenant. The board has instructed Mrs. Pearce to send a letter to the tenant stating payments not made on time will result in an eviction. This lease is month to month.

Special Police: A recruitment meeting is scheduled for Tuesday, October 11th at the Hilton Parma Fire Department at 7 p.m. Handouts including applications will be provided to those interested.

Solar energy: The board discussed the proposal provided by Solar Liberty. They agreed this project is not feasible at this time, but the option will remain open. If a grant opportunity should arise, the Village would certainly apply.

Post Office: Shari Pearce received notification that the current tenant of the Post Office Lease is changing. Village Attorney, Larry Schwind, will review the proposed changes to the ground lease agreement and the background of the proposed Lessor, Granite Portfolio. They have agreed to reimburse our legal fees up to \$1000.00. This item was tabled until an opinion is submitted from the attorney.

Standard Work Day Reporting: Trustee Speer made the motion to accept the Standard Work Day Reporting as submitted, seconded by Trustee Burritt. Carried unanimously 5-0.

Credit Card fees: Shari Pearce has been notified by our vendor, Municipay Software, their service fee has increased to 2.95%, (\$3.00 minimum) of the cost of purchase. These costs are passed on to the customer. All customers are made aware of the fee before their purchase is processed.

Vouchers

Resolution to approve the vouchers with the following additions: Jim Gates \$890.70, Kohler Awning \$15,978.44, \$247.80 Westside News, (-29.15) Wurth, \$101.00 Lamont Awards, \$120.07 Tops. Motion made by Trustee Zabelny, seconded by Trustee Gates Carried unanimously 5-0.

Prepaid:	\$ 7,522.04
T&A	\$23,533.76
General	\$43,049.31
Water	\$34,326.90
Sewer	<u>\$60,387.90</u>
Total	\$168,819.91

Minutes

Trustee Gates made the motion to approve the minutes as written, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Adjournment

There being no further business Trustee Zabelny motioned to adjourn the meeting at 7:15 p.m. seconded by Trustee Gates. Carried unanimously, 5-0. The board will be reconvening at 14 Main Street to present the Walt Horylev Civic Beautification Award to the recipients, Tom and Anna Maria Ban and Robert Buono.

Respectfully Submitted,

Amy Harter, Deputy Clerk