

**Village Board
Meeting Minutes
July 5, 2022**

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

Guests: Linda Viney

The meeting was held in person and via Zoom.

Mayor Lee called the meeting to order at 5:00 p.m. with the pledge of allegiance followed by a moment of silence.

Recreation Department

Tom gave an update on upcoming and past events. Tom thanked the Board for the use of room 204 for their after-school program. Their Summer program begins tomorrow.

Code Enforcement

Vacant Properties: Mark Mazzucco attended a presentation pertaining to vacant structures given by NYCOM. Mark explained the Village is not responsible for to clean up the property, however, we must secure the property. Mark is recommending Emergency Enclosures.

Resolution to allow the Code Enforcement Officer to hire Emergency Enclosures to secure the dwelling at 52 Underwood Avenue and the cost of a sign. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried 5-0.

Salmon Creek behind Village-II Apartments: Mark reported he and the DPW will be contacting Monroe County Soil and Water for an onsite visit to look at the current Erosion Control Measures for the apartment complex. Mark will meet with them for additional information.

Salmon Creek Park: Mark reported there were two people camping in the park for a few days. Mark explained the park hours to them, they insisted the park is for public use and they would be staying. A Monroe County Sheriff Deputy responded to the park and had them removed.

Superintendent's Report

Resolution to increase the hourly wage of Kevin Burritt \$1.00 for his six-month evaluation. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Resolution to increase the hourly wage of Scott Deutsch \$1.00 for his six-month evaluation. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried unanimously, 5-0.

Employment: Recently, Griffon Bickham resigned his position at the DPW. He has been hired elsewhere at a higher pay scale. He was hired without a CDL, which he obtained during his employment. Trustee Fowler recommends filling this position without noting the starting pay in hopes to obtain someone with experience, requiring a CDL. Jeff Pearce noted we need to be respectful of the current employees pay scale. It has been discussed to require reimbursement for the cost of obtaining a Commercial Driver's License to the village if employees leave within a few years.

Parkwood: The streetlights have been repaired. Trustee Speer noted there is one light that has gone out. Jeff Pearce will follow up.

Special Police trailer: This trailer has been given to the Village. The PSP will be utilizing space within the Community Center for their storage. The trailer will be registered and put into use.

Crack filling/micro paving has been pushed back due to weather. Route 259 will be paved by the state DOT within in the next few days.

Pointing: Mayor Lee noted the job done pointing the Community Center. He is very pleased with their work. Chad McManus said the contractor was excellent to work with.

Manager's report

Resolution to authorize the Vice Mayor to sign the attached purchase agreement for 165 Collamer Rd. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried 4-0-1. Mayor Lee abstained.

Resolution to approve a letter of support be sent to Providence Housing for their proposed senior housing located at 169/171 Lake Avenue. Motion to approve made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0. *A copy of the letter is provided at the end of these minutes.*

Resolution to authorize the Village Manager to bind the coverage for our liability insurance renewal at as cost of \$65,009.23 This is an increase of \$9,000. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried unanimously, 5-0.

Computer Authentication: Shari Pearce reported there is now a two step authentication process when an employee logs into our computer system outside of the office. This was installed by Tri-Delta as required by our insurance company as extra security.

Resolution to approve the language for the Maternity/Paternity Leave as presented. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried

Resolution to approve the family medical leave to mirror the state policy. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Lodge Refund: A letter was sent to Mayor Lee seeking a refund after renting it on June 4th. The letter stated the parking lot was full before their event by attendees of a Hilton Central School District baseball game. The attendees also walked inside the lodge and used the restrooms. Mayor Lee remarked gates are in place to block off parking with locks and a key is provided to the renters. Jeff Pearce ordered a sign to be installed to notate the lodge is for private events only. The board agreed the renter's did not get the full use of the lodge as promised and will be given a refund of 50% for their inconvenience. Mayor Lee stated he is not in favor of a refund as parking gates are provided for their use.

Resolution to refund \$120.00 to Jake Lissow for the Jennejahn Lodge rental of June 4, 2022 due to their inconvenience as noted. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried 4-1, Mayor Lee opposed.

Resolution to authorize the Village Manager and Treasurer to attend the NYCOM Fall Training School in September. This is a budgeted item. Motion to approve made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Newsletter: Trustee Farrell has offered to prepare the Village Newsletter. Shari Pearce met with the staff for their input and content responsibilities. The issue will be included in the water bills in Septembers mailing.

CHS Ambulance: A meeting to discuss to form an Ambulance District to encompass the Village and a portion of the Town of Parma was held and included Mr. Reg Allen from CHS, Parma Supervisor Roose, Mayor Lee and Village Manager Shari Pearce. The purpose of this district is to provide sufficient contractual funds to ensure continued ambulance service to the Village and Town. Mr. Allen will be attending the August Village Board meeting

Vacation Time: Shari reported some employees do not have enough paid vacation and have asked for time off without pay. The board does not allow time off without pay; employees need

to manage their time appropriately. The board will take action at the August meeting to address this issue.

Resolution to authorize Mayor Lee to sign the agreement between the Town of Greece, Town of Parma, Village of Hilton, Hilton Fire Department and Hilton Parma Fire District during the Hilton Carnival, July 13 – July 16, 2022. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Trustee Speer abstained. Carried 4-0-1.

Public Forum 6:00 p.m.

Mayor Lee opened the public forum at 6:00 p.m.

Mr. Tysheen Roundtree, Solar Earth was present to explain a program called Community Solar. This is provided through NYSEERDA to promote community engagement with solar energy and the savings all customers should be receiving on their energy bills due to solar farms. Mr. Roundtree visited the Village Office for a vendors permit to go door to door to explain this process and was dismayed at the cost of \$50 per day for the permit. There is not a seasonal fee for door to door, he is requesting a lower rate. The Board offered the use of the Community Center to host an informational meeting and will consider a lower vendor fee. The board will consider the request and get back to the applicant.

With all persons heard, Mayor Lee closed the public form at 6:40 p.m.

Minutes

Resolution to approve minutes of June 7, 2022. Trustee Speer made the motion, seconded by Trustee Zabelny, carried 5-0.

Vouchers

Resolution to approve the July vouchers for payment with the following add ons; Jackson Welding \$16.49, RG&E \$1,175.73, Patrick Larkin \$54.47, Kevin Roads \$16.24, Estate of Walter Horylev \$4.04, Pioneer Companies \$13.08, United Uniforms \$314.91.

Motion made by Trustee Speer made the motion, seconded by Trustee Zabelny, carried 5-0.

Prepaid	\$6,396.25
TA	\$30,846.46
General	\$134,050.53
Water	\$82,547.81
sewer	<u>\$4,473.24</u>
Total	\$258,314.29

Discussion

Trustee Fowler reported he attended a NYCOM conference where they discussed video recording within municipal offices and public works facilities. There have been instances of people creating a dispute with employees in to video the response and post it on social media. NYCOM offers pre-written policies on the right to control video recording within our buildings.

Backflow Preventors: Trustee Speer reported the Backflow preventor has been installed at the Hilton Fire District carnival grounds as required. The proper inspections have been done and the paperwork has been filed with the Village Office.

Snow Plowing: Trustee Speer expressed his disappointment that Mayor Lee planned to discontinue plowing the parking lot at the Hilton Fire Department, and that the matter was not first discussed with the Village Board. Per an Intermunicipal Agreement, the Village will continue to plow the parking lot as in previous years.

Adjournment

There being no further business, a motion to adjourn was made by Trustee Fowler, seconded by Trustee Farrell. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter
Deputy Clerk

INTERMUNICIPAL COOPERATION AGREEMENT

This agreement made this _____ day of July, 2022 amongst the Town of Greece (Greece), Town of Parma (Parma), Village of Hilton (Hilton), the Hilton Fire Department (Department), and the Hilton Parma Fire District (District), pursuant to Articles 5-g and 10 of the General Municipal Law,

WHEREAS, Commencing July 13, 2022, the department is sponsoring the Hilton Fire Department Carnival, a fundraiser, with permission from the District, and

WHEREAS, this event will include a Carnival from July 13, 2022 through and including July 16, 2022.

WHEREAS, Hilton, Parma, the District and the department have committed resources to make this fundraising event a success, and

WHEREAS, it is expected that this event may attract a large number of persons to Parma and Hilton, which could result in traffic congestion on town and village streets; needing traffic control, traffic enforcement, and crowd control and,

WHEREAS, during this special event Parma and Hilton require additional police and special police coverage to maintain and control the orderly movement of vehicles throughout the streets and highways within Parma and Hilton, and provide traffic control at or near the Hilton Fire Department Carnival site; and

WHEREAS, the parties desire to enter into this agreement to authorize and empower Greece's special police to render assistance to Parma, Hilton, the Department and the District in order to control the orderly movement of vehicles throughout the streets and highways within Parma and Hilton;

WHEREAS, the Monroe County Sheriff already has jurisdiction over the geographic areas which are the subject of this agreement, and will be assisting with traffic and crowd control based upon availability of their personnel.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, and pursuant to the provisions of Articles 5-g and 10 of the General Municipal Law, the parties agree as follows:

1. The effective date of this agreement shall be July 13, 2022 and shall remain in full force and effect until July 16, 2022.
2. This agreement may be cancelled by mutual consent of all the parties.
3. That the municipal boards of Greece, Parma, Hilton and the District and the Board of Directors of the Department, grant and authorized the Towns' Supervisors, the Village Mayor, the Chairman of the Board of Fire Commissioners and the Fire Chief, the authority to request special police assistance from Greece for crowd and traffic control purposes during the Hilton Fire Department Carnival and further grant the respective Town of Greece Special police the authority to undertake such a function.
4. That during the course of the performance of the duties pursuant to the paragraph above, the Greece Special Police shall have the same powers, duties and authority to as they have within the Town of Greece.
5. All fuel for the vehicles used by the Greece Special Police shall be paid and provided for by the Department.
6. That during the performance of their duties in rendering assistance to the other, each municipality shall maintain its own liability insurance for the services performed by its own officers.
7. Parma, Hilton, the District and the Department shall defend, indemnify, and hold harmless Greece against any legal action and liability resulting from Parma, Hilton, the District or the Department's intentionally wrongful or negligent acts, or omissions arising out of this Agreement.
8. Greece shall defend, indemnify, and hold harmless Parma, Hilton, the District and the Department against any legal action and liability resulting from Greece's intentionally wrongful or negligent acts, or omissions arising out of this Agreement.
9. This Agreement and all of the covenants hereof shall inure to the benefit of and be binding on Parma, Hilton, the District, the Department and Greece. Neither Parma, Hilton, the District, the Department nor Greece shall have the right to assign, transfer, or

sublet its interests or obligations hereunder without the written consent of the other party.

10. This Agreement constitutes the entire agreement amongst the parties, and supersedes any and all prior proposals, negotiations and agreements, whether written or oral. Any amendment to this Agreement shall be void unless it is in writing and subscribed by the party against whom the amendment is sought to be enforced.
11. In the event Parma, Hilton, the District, the Department, or Greece do not strictly enforce the terms and conditions of this Agreement, such non-enforcement shall not act as a waiver or amendment of this Agreement, nor shall such non-enforcement prevent Parma, Hilton, the District, the Department or Greece from enforcing every term of this Agreement thereafter.
12. In performing pursuant to this Agreement, Parma, Hilton, the District the Department and Greece and their respective agents or employees shall strictly comply with all Federal, State, and local laws, rules, and regulations applicable to the performance. Furthermore, every provision of law required to be inserted in this Agreement shall be deemed so inserted, and this Agreement shall be read and enforced as if such provisions were so inserted.
13. This Agreement shall be governed by and under the laws of the State of New York. In the event that a dispute arises between the parties, the venue for the resolution of such a dispute shall be the County of Monroe, State of New York.
14. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of said counterparts shall together constitute but one and the same instrument, which may be sufficiently evidenced by one counterpart.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first set forth above.

TOWN of Greece

By: William D. Reilich, Supervisor

TOWN OF PARMA

By:

VILLAGE OF HILTON

By: Joseph M Lee

HILTON FIRE DISTRICT

By: _____

HILTON FIRE DEPARTMENT

By: Gregory W. [Signature]

Joseph M. Liso, Mayor

Trustee

Andrew J. Fowler

Sherry A. Fanni

Larry W. Speer

Sharon Zabelny

Brad Mach-Pearce Village Manager/Clk

Jill Pease Supt. of Public Works

VILLAGE OF HILTON

59 HENRY STREET

HILTON, NY 14468

(585) 392-4144

(585) 392-5620 Fax

voh@hiltonny.org



Motion By: Trustee Fowler

Seconded By: Trustee Zabelny

Resolution by the Hilton Village Board of Trustees approving and endorsing **Providence Housing Development Corporation** in its application to NYS Homes and Community Renewal for funding under the **St. Leo Senior Center**.

WHEREAS, the Providence Housing Development Corporation desires to apply for \$300,000.00 in financial assistance through the 2022 Consolidated Funding Application (CFA) under the *NYMS Downtown Stabilization Project*; and

WHEREAS, the application proposes funding to assist Seniors in the community by completing the renovation and repurpose of the Old St. Leo Chapel at 171 Lake Avenue, Hilton into a Senior Center.

WHEREAS, the proposed funding will contribute to ongoing community revitalization efforts; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Hilton approves and endorses the 2022 *NYMS Downtown Stabilization Project* for assistance prepared and to be submitted by Providence Housing Development Corporation.

Passed by the following vote of all Hilton Village Board Members voting in favor thereof:

Affirmative Village Board Members: Negative: 0

Affirmative: 5

Absent: 0

I, Amy Harter, do hereby certify that this resolution was passed at a meeting of the Hilton Village Board of Trustees held on July 5, 2022, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.


[Official Seal of Municipality]