

Village Board
Approved Meeting Minutes
November 5, 2024

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

Guests: Linda Viney, Joye Swanton, Joe Posella, Jeff LaChausse

Mayor Lee called the meeting to order at 5 p.m. with the Pledge of Allegiance and a moment of silence. The meeting was held in the Board Room and was available via Zoom.

Recreation

Tom Venniro reported that Make a Difference Day and Trunk or Treat on Halloween were very successful. Tom thanked the Board and the DPW for their support.

Dog Park: The agreement with Monroe County has yet to be finalized, the park at the Town Hall will open once it has been completed.

Code Enforcement

Short Hills Drive: Mark Mazzucco reported he went to the property and was invited in by the property owner. Although there continues to be complaints of barking, no dogs were on the premises. The Parma Dog Control Officer is taking this issue to court.

RV Storage: Mark has sent out 11 violation letters to residents that have RV's parked in their driveway illegally. The code states RV's must be behind the front foundation line of the home between November 1st through April 1st or stored offsite.

Fire Marshal: Ron Bragg is working on all fire inspections as well as some building inspections.

Treasurer

Resolution to authorize the Treasurer to relevy the Village Taxes in the amount of \$36,181.44 to the Monroe County Treasury to receive reimbursement. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Resolution to authorize the Treasurer to renew two CD's for 30 days at a rate of 4.6% with Canandaigua National Bank. Motion made by Trustee Fowler, seconded by Mayor Lee. Carried 5-0.

Superintendent

Resolution to approve \$1.50/hour wage increase for Kyle DeGraeve made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

Resolution to approve \$1.00/hour wage increase for Joe Mansfield, made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Call In Pay: Jeff Pearce is asking for clarification pertaining to call in pay that recently was updated to be three hours from two hours. The board discussed the intent of the change.

If an employee is scheduled to arrive early or stay on after their shift, the employee will be paid for the time worked. If an employee is scheduled to work an event, the employee shall receive a minimum of two hours pay. If an employee is called in to work for an unscheduled event, the employee will receive a minimum of three hours pay.

Lead and Copper/Water Service: The EPA is requiring all water service lines to be lead free. The Village of Hilton has been working to identify any remaining lead or galvanized services lines in our distribution system. Interior inspections have been done at most homes built prior to the lead ban of 1986. There is no evidence of lead thus far in the Village. This is considered the private side of the project. An inventory has been created with every property and the information is available to the public to verify their status. This satisfies the first phase of inspections. The next step requires notification of each resident that the material service line from their house to the curb box is unknown. Letters will be mailed to all residents prior to the deadline of November 15th. We are obligated to provide a lead test upon request at the homeowners expense.

By 2034, lead service lines must be replaced with copper or plastic. The public side of the service lines from the meter to the curb box are the responsibility of the property owner. The Village will not pay nor replace these lines. The Village is required to continue testing 10% of the properties until completion for the next 10 years. This will consist of excavating certain points in each neighborhood for a visual inspection.

Manager

Resolution to amend the Employee Handbook Section 802 C – Payments in Lieu of Insurance to delete it in its entirety and replace it with the following language: Motion to approve made by Trustee Speer seconded by Trustee Fowler, Carried 5-0. Effective January 1, 2025.

1. Any full-time active employee who qualifies for health insurance coverage pursuant to paragraph (A) above, and who elects not to utilize such health insurance coverage, to include premiums and HSA contributions, as provided by the Village, shall be entitled to an annual reimbursement as follows: Single policy, \$4,000; Employee plus one and family policy, \$8,000.

2. Any active Elected and Appointed Officials who qualifies for health insurance coverage pursuant to paragraph (A) above, and who elects not to utilize such health insurance coverage, to include premiums and HSA contributions, as provided by the Village, shall be entitled to an annual reimbursement of \$2,000.

Said reimbursement shall be made bi-annually on or about December 31 and May 31 of each applicable year. All payments will be considered income, and all applicable taxes will be deducted. If a full-time employee, Elected and Appointed Officials should leave the employment of the Village for any reason, said reimbursement of the costs of coverage shall be included in the final paycheck and shall be pro-rated based on the number of full months worked. Under no circumstances will such payment be made in advance to any employee, Elected and Appointed Officials.

Resolution to hire Autumn Miles as the part-time billing Clerk at a rate of pay of \$23.00 per hour for 25 hours per week. Motion to approve made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

Resolution to confirm and recognize the expenditures of the ARPA Funds received of \$592,511.06 and that all monies have been spent to date as follows: Motion made by Trustee Fowler, seconded by Mayor Lee. Carried 5-0.

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| Community Center Security doors - | \$ 35,000.00 |
| Auto mated water meters - | \$297,366.06 |
| <u>Salmon Creek Water repairs/engineering -</u> | <u>\$260,145.00</u> |
| Total | \$592,511.06 |

Resolution to authorize the purchase of a workstation including a computer for the Building Department at a cost not to exceed \$5,000. Motion to approve made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Resolution to authorize the Village Manager to purchase a Honda SUV Hybrid vehicle at a cost not to exceed \$40,000 Motion made by Trustee Speer, seconded by Mayor Lee. Carried 5-0. This will be utilized mainly for the Village Office and Elected Officials.

Village Code: Shari explained the committee has compiled the Village Code document; she will be sending it to the Village Attorney for his review. Shawn Logue from MRB Group will be attending the Village Board meeting on December 3rd for a review of the code. There may be a need to schedule a workshop meeting in December.

Ingham Room tables: Shari discussed the purchase of tables with Tom Venniuro, this topic will be discussed at the joint board meeting with Parma on November 6th at 5:30 pm.

Standard Workday: Trustee Farrell has reported 3.04 workdays that will be reported towards retirement.

Resolution to approve the Standard Workday for Trustee Farrell at 3.04 hours per month. This will be reported to the Office of the New York State Comptroller. Motion made by Trustee Fowler, seconded by Mayor Lee. Carried 5-0.

6:00 p.m. Public Forum

Public Forum is open to any member of the public to speak with the Village Board

- Mayor Lee to read the public forum procedures.
- With all persons being heard, Mayor Lee to close the public forum period.

Linda Viney, She was present to thank the Board, Village Office and DPW for the support provided during the Apple Fest. She provided the DPW with a donation for their coffee fund.

Green Lane: There has been an ongoing problem with parking in this neighborhood. A resident parks in the cul-de-sac impeding the flow of traffic, especially school buses. In January 2024, the Village Board considered prohibiting street parking on Green Lane. The residents that attended the public hearing, including Ms. Swanton did not support prohibiting parking; they felt the resident would complete the construction at his home and park in his driveway. The board agreed to rescind that proposed local law.

Joye Swanton, 14 Green Lane, explained the neighbor continues to create parking problems. Ms. Swanton attempted to rectify this with him; he responded in a threatening manner. The police have been involved.

Joe Posella, 10 Green Lane, stated he is in full support of prohibiting parking on Green Lane.

Resolution to schedule a public hearing December 3, 2024 at 6:00 p.m. for Local Law 3, 2024 to prohibit parking on Green Lane. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 5-0.

2025 Wheels on Main Street: Jeff LeChausse was present to update the board on the August 2024 car show. The event is very well attended, and donations have been made to local charities. They would like to hold next year's show on Saturday, August 16, 2025.

Resolution to host the Wheels on Main Street car show, August 16th, 2025, made by Trustee Speer, seconded by Mayor Lee. Approved 5-0.

Minutes

Resolution to approve the meeting minutes of October 1, 2024. Motion made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Vouchers

Resolution to approve the November vouchers for payment with the following additions: Sharon Prince, \$78.43, NYS Floodplain & Stormwater, \$40.00, Town of Parma, \$59.32, TI Sales, \$1,355.43, Tri-Delta Resources, \$604.50, United Uniform, \$363.90, Westside News, \$174.00, Workfit Medical, \$55.00, HCSD, \$3,988.93. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 5-0.

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| Prepaid | \$5,038.97 |
| TA | \$25,856.37 |
| General | \$97,863.37 |
| Water | \$39,340.44 |
| sewer | <u>\$3,760.15</u> |
| Total | \$171,859.30 |

Discussion

Trustee Speer noted he was very pleased with the latest issue of the Village newsletter.

Fire Department: Trustee Speer reported their ISO score improved to a grade of 3. He noted this is a significant improvement and homeowners can seek a reduction on their property insurance policy.

Executive Session

Resolution to enter into Executive Session at 6:15 p.m. to discuss the Senior MEO position. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 5-0.

Resolution to hire Scott Deutsch as a Motor Equipment Operator at a rate of pay of \$26.53, Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 5-0.

Resolution to exit Executive Session at 6:55 and adjourn the meeting. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 5-0.
6:55 p.m.

Respectfully submitted,

Amy Harter
Deputy Clerk