

VILLAGE OF GENESEO
BOARD OF TRUSTEES

June 15, 2009

PRESENT:

Richard B. Hatheway, Mayor
Sandra F. Brennan, Deputy Mayor
John Fox Jr., Trustee
Bradley R. Hill, Trustee
Thomas J. LaGrou, Trustee
Marsha B. Merrick, Clerk/Treasurer

PUBLIC PRESENT:

Dawn Aprile

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 7:00PM. The minutes of the May 18, 2009 meeting were reviewed. Deputy Mayor Brennan moved and Trustee Fox seconded the motion to adopt the minutes as presented. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee LaGrou-Aye, Mayor Hatheway-Aye, and Trustee Hill-Abstain.

The minutes of the May 18, 2009 public hearing on the code revisions were reviewed. Trustee Fox moved and Deputy Mayor Brennan seconded the motion to adopt the minutes as presented. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee LaGrou-Aye, Mayor Hatheway-Aye, Trustee Hill-Abstain.

The minutes of the June 1, 2009 meeting were reviewed. Deputy Mayor Brennan moved and Trustee Fox seconded the motion to adopt the minutes as amended. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

2. PARKS GRANT – SANDY BRENNAN:

Deputy Mayor Brennan reported that she, Mayor Hatheway, Clerk Merrick and Supt. Frazier met last week with Karen Ferguson, Genesee Region Grants Officer for the NYS Office of Parks, Recreation & Historic Preservation. In that discussion Karen provided a list of things that must be done in order to obtain grant funding for the acquisition project. One of them is to re-do the appraisals that were initially done to obtain the grant. The new appraisals will have to be *written in the format of a self-contained report of a complete appraisal* as defined by New York State. In the meantime the process to purchase the properties can continue. Trustee LaGrou asked if the Village is guaranteed the grant funds, and the response was yes. However purchasing any additional property will not be included under the grant. Appraisal fees can be charged against the Village portion of the matching funds. Sandy has been in contact with each of the property owners letting them know the process. Ms. Ferguson stated that it is okay to go ahead and purchase the land, but do nothing else until the contract is signed. The project will also require an archeological review. Sandy is also checking with Stu Brown to see what he would charge to administer the grant for the Village.

In order to proceed, Deputy Mayor Brennan moved to adopt the following resolution:

RESOLVED: that, Richard Hatheway, as Mayor of the Village of Geneseo, is hereby authorized and directed to enter into contracts with the New York State Office of Parks, Recreation and Historic Preservation and execute such documents as are required by the New York State Office of Parks, Recreation and Historic Preservation in order to obtain the financial assistance needed for the Village of Geneseo to complete the proposed Highland Park Improvements. Trustee Hill seconded the motion

and the vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

The timeframe for reimbursement is very drawn out, according to Ms. Ferguson. Because of that, Clerk Merrick suggested setting up a Capital Project Fund. Trustee Fox moved to institute HR-13 Highland Park Project Fund with second from Deputy Mayor Brennan. The vote was unanimously in favor.

One of the very first steps in the process is to order a sign, measuring at least 48" wide by 24" high signifying that the NYS Environmental Protection Fund provided funding for the park project. The sign must be displayed *in perpetuity* per Ms. Ferguson. It will take an act of the legislature to remove the park status of the property once the properties are purchased.

Ms. Ferguson suggested sending out a *Request for Quotes* for the appraisal services to several area appraisers including the one that performed the initial estimates of value. Clerk Merrick has sent those out and the Board agreed to meet on June 22, 2009 at 4:30PM to open the quotes and discuss the project further.

3. INFILTRATION & INFLOW PROJECT:

Mayor Hatheway stated that in order to go any further with this project, an authorization to proceed with the SEQR process is necessary. MRB engineer Ryan Colvin has proposed to do that for \$9,500. That will be done sometime over the summer and is preliminary to going on to the engineering phase and applying for approvals from the various State agencies. Trustee LaGrou moved to proceed with the next step, SEQR process and initial SHPO submittal at a cost not to exceed \$9,500 (general fund \$4,300, water fund \$2,500 and sewer fund \$2,700). Deputy Mayor Brennan seconded the motion and all were in favor. It was noted that the engineering report has been received for the project from MRB.

Clerk Merrick asked the Board to consider creating a capital project fund for this project. Deputy Mayor Brennan moved to create the *Infrastructure Improvements for Upper University Drive, Wadsworth and Court Streets Fund* designated as HR-15. Trustee LaGrou seconded the motion and all were in favor.

4. GENESEO BUILDING:

Mayor Hatheway has been working with Jon Norris to obtain cost estimates for the project. Jon came up with some *preliminary* cost estimates based on comparable projects. Basement renovation is estimated at approximately \$70 per square foot, \$132/sq ft is estimated for work on the first floor and \$90/sq ft is estimated for work on the second floor. That figure would include sealing off the garage from the rest of the building and improvements to the basement locker room (installing a bathroom and shower). The numbers are comparable to the cost estimates arrived at three years ago. The elevator would cost an additional \$115,000 to make a total construction cost of approximately \$1.8 million. Jon plans to talk with the structural people and then a preliminary report will be forthcoming.

The SEQR process was last done in 2002 with the Town as lead agency at that point in time. Attorney Reynolds thinks that the SEQR should be re-done with the Village declaring itself lead agency. The fact that the addition to the rear of the building is not included this time is a factor. It was determined that Attorney Reynolds would review the 2002 SEQR document, a copy would be delivered to the Board members and it could be reviewed at the July 6th meeting.

5. MEETING WITH FINANCIAL ADVISOR:

Clerk Merrick and Mayor Hatheway met with Chuck Bastian (financial advisor with BPD Inc.) last week. Chuck was asked for advice on ways to finance the Wadsworth Street project

(*Infrastructure Improvements for Upper University Drive, Wadsworth and Court Streets Fund*), the Geneseo Building project and the Highland Park Project. That project would ultimately need \$200,000 to be financed for the Village share. The bond resolution would include \$750,000 for the entire amount of that project with no intention of permanently financing that amount. However, with slow reimbursement rates from the State, we might have cash-flow problems that could be alleviated by short-term borrowing. (Bond resolutions for any purpose must have four components: the scope of the project, the PPU or *period of probable usefulness*, the estimated maximum amount of project costs and a plan for financing the project.) Coupled with the parks project would be a bond resolution for the Geneseo building; either re-working the latest resolution (circa 2003) or nullifying that one and preparing another one. One problem that arises is the PPU. If two projects are bonded together, the term of the bond is determined by the *lower* PPU term. The bond resolution simply *authorizes* the Village to borrow that amount; it does not *require* us to borrow the full amount.

Lagging behind is the Infrastructure Improvements project because the SEQR is not yet completed (SEQR must be done *before* a bond resolution). Financing that project will be separate from the other two.

Hopefully by July 6th there will be a bond resolution for the Board to consider (if the SEQR can be updated on the Geneseo Building). The bond resolution will be subject to *permissive* rather than mandatory *referendum*. There will not be a public vote unless the taxpayers decide to force a vote by petition. Tim McGill is the bond counsel for the Village and will prepare a bond resolution based on information supplied by Chuck Bastian. In each resolution will be maximum project cost which will be offset by use of reserve funds, grant funds, and other means.

6. LEGAL ITEMS:

Attorney Reynolds clarified one section of the Code changes to be instituted involving parking on the west side of Highland Road (prohibited at all times).

7. MEETING WITH SUPERVISOR WADSWORTH:

Mayor Hatheway reported that he and the Supervisor had a good discussion on many topics last week.

8. YOUTH RECREATION UPDATE:

Notification was received from the Livingston County Youth Bureau that State funding for the summer recreation program has been reduced but not eliminated. Previously the Village has received around \$9,000. This year's reimbursement will be \$7,757. That is good news considering that it might have been eliminated.

Summer rec forms are on the front counter and have been sent home with the Geneseo Central School children. The approximate cost of the YMCA program amounts to \$340 per participant (\$40,000 program cost divided by 120 kids-last year's enrollment). We are budgeted for 120 children; when that number is exceeded additional enrollees would be at a cost of \$45/person. There will need to be some discussion with the Towns of Geneseo and Groveland once enrollment is completed to assure their contributions to the Rec Program are in line with the number of participants. Deputy Mayor Brennan reported that the Y is going to participate in the August 1st concert (featuring CoMoTioN – beach party music). The Y reps, the committee and GVTA Bank are making all kinds of plans to make it a family event.

9. LIMA ROAD PROJECT:

Quotes were received for the sewer line work connected with the project. One quote was for \$90,000 and another for \$60,000 putting the cost estimates over the threshold for a more formal bidding process. MRB will assist with that process.

Clerk Merrick asked the Board to consider setting up a capital project fund for this project also. Trustee Fox moved to create the HR-14 Lima Road Capital Project Fund with second from Deputy Mayor Brennan. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye and Mayor Hatheway-Aye.

10. LIVINGSTON COUNTY PLANNING BOARD:

Notification was received today from the County Planning Board. The notification reads: *...the above-mentioned referral (#2009-54 Village of Geneseo, Review of Zoning Text Amendments) has been reviewed by the Village Board of Trustees, and they have granted final approval of the proposed zoning text amendments. Because final action has already been taken on the referral, the proposed zoning amendments will not be reviewed by the County Planning Board.*

The County Planning Board did comment on one aspect of the amendments dealing with sign applications. The Village Attorney will review that section.

11. MISCELLANEOUS CORRESPONDENCE:

Court Clerk Paula Pieper tendered her resignation effective December 15, 2009. Her last day in the office is scheduled to be September 29, 2009.

Notification came from the Town with regard to a public hearing scheduled for June 25 to consider amending the Town Code to allow for a 5,700 square foot building (credit union) within the Planned Development District.

The Board has previously agreed that the July meetings would be held on July 6 and 20, August meetings on the 3rd, 17th and 31st (for the first September meeting) and the remaining September meeting would be held on September 14th. Clerk Merrick will post the August 31st meeting notice.

Mayor Hatheway met with Sgt. First Class Robert Hinselmann, in charge of the Army recruiting office in Monroe County in an effort to reach out to communities to see what the Army can do for us and for what we can do for the Army. Dick suggested that he talk to Supervisor Wadsworth as well. The Army would like to have a recruiting office in Livingston County, preferably in Geneseo.

12. PUBLIC SAFETY:

Trustee Fox reported that the first initial invoice for the new fire truck is for \$242,000 and is payable within the next 90-120 days. He is interested in setting up an ambulance capital reserve perhaps separate from the current Fire Equipment Capital Reserve Fund already in place.

Trustee Hill reported that the Chief Osganian is scheduled to have the electrical wiring installed in the new patrol car.

The PD recently performed a commercial vehicle enforcement exercise. Several violations were discovered and four vehicles were placed out of service as a result.

13. PUBLIC WORKS:

Highlights from Supt. Frazier's report:

- ❖ New litter baskets have been installed in front of the sub shop and the Geneseo Building
- ❖ The crew has been working on catch basin repair on Westview Crescent. All catch basins in that area have now been inspected and repaired.
- ❖ The roadside mowing has begun with the boom mower.
- ❖ All Village of Geneseo wood signs have been re-painted.
- ❖ The crew has started milling and patching streets along with sealing prep work.

- ❖ There was an emergency tree removal performed on Center Street.
- ❖ The municipal lot driveway is progressing with the sidewalk, curbing and apron completed. Paving will be done this week.
- ❖ With regard to the Lima Road project, bid proposals are being prepared for 300' of sewer line replacement. Milling and paving will go out to bid in early July. Summer schedule: June/July sewer line replacement, July/August, milling, August, paving and September project complete.

Deputy Mayor Brennan moved to adopt the following resolution to spend reserves:

RESOLVED: that the Board of Trustees of the Village of Geneseo hereby authorizes the expenditure of up to \$30,000 for a John Deere 3520 Compact Tractor. Such expenditure will be from the General Fund Equipment Reserve. Trustee LaGrou seconded the motion and all were in favor.

Trustee LaGrou reported that Supt. McTarnaghan advised him that the sewer grinder within the wastewater treatment system would need to be repaired or replaced at a cost of approximately \$20,000.

Mayor Hatheway reported that the furniture (funded by the grant awarded by the NYS Unified Court System) would be delivered to the courtroom and offices on Thursday. The DPW crew will be moving things around and the excess items will be moved upstairs or downstairs for the time being. Sandy would like to see the old folding chairs remain somewhere in the building as they have historic value. Dick mentioned that Justice Haskins spent a lot of time cleaning them in the past and they are still usable.

Mayor Hatheway asked Supt. Frazier if he could place a recycling bin at Highland Park for water and juice bottles etc.

Trustee Fox wondered about directional signs for the new parking lot entrance and wondered about painting directional signs around the fountain. Discussion followed about the arts stroll signs that have been placed in the fountain and other issues related to signage.

14. TRUSTEES:

Deputy Mayor Brennan is still working on finding someone to perform an audit of the DPW Department in terms of procedures, etc. She will continue her search and check with the County.

Mark Shepard is working on getting the steps accomplished for annexation of his property on Reservoir Road. She assured the Board that the project is being attended to.

Trustee Fox noted an error he found in the engineering report for the *Infrastructure Improvements for Upper University Drive, Wadsworth and Court Streets*.

Trustee Hill talked to Bill Louvain regarding his request to find a location for the *Summer Youth Employment Program* crew to meet in the morning and early afternoon from July 6 through August 14. After further discussion the courtroom was found to be available. Bill is still looking for a list of projects and a contact person. Several possibilities were explored.

Trustee LaGrou is still working to form the Recreation Committee. The Board did grant permission to Chris Mingos to hold band lessons during the summer months at Geneseo Central School upon motion made by Trustee LaGrou and second from Trustee Hill.

15. CLERK/TREASURER:

Clerk Merrick asked permission on behalf of Joyce Wechsler, Chairperson, Interfaith Center Board of Directors, to display a banner during the last week of October and first week of November celebrating the Center's 40 years of service to the community. The Board was supportive and Clerk Merrick will respond.

Voucher numbers 001-086 (for general/water/sewer funds) were presented for approval. After discussion, Trustee Hill moved and Deputy Mayor Brennan seconded the motion to approve general

fund vouchers in the amount of \$143,483.64. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

After discussion Deputy Mayor Brennan moved and Trustee Hill seconded the motion to approve water fund vouchers in the amount of \$75,095.92. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye. The motion passed.

After discussion, Trustee Hill moved and Trustee LaGrou seconded the motion to approve sewer fund vouchers in the amount of \$19,608.39. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

16. EXECUTIVE SESSION:

Trustee LaGrou moved to enter into executive session to discuss matters relating to the *employment history of a particular person, or matters leading to discipline* at 9:03PM. Deputy Mayor Brennan seconded the motion. The vote was unanimously in favor.

Trustee Hill moved to come out of executive session at 9:33PM with second from Trustee Fox. The vote was unanimously in favor. No formal action was taken during the session.

17. MEETING CLOSE:

With no further business to discuss, Trustee Fox moved and Deputy Mayor Brennan seconded the motion to adjourn. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting adjourned at 9:35PM.

Marsha B. Merrick, Village Clerk