

VILLAGE OF GENESEO
BOARD OF TRUSTEES

December 21, 2009

PRESENT:

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

PUBLIC PRESENT:

Howard Appell Arlene Somerville Louise Wadsworth
Kathy Trainor Bob Wilcox Felicisimo (Hop) Manapol

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 3:00PM. The minutes of the December 7, 2009 meeting were reviewed. Deputy Mayor Brennan moved and Trustee LaGrou seconded the motion to adopt the minutes as presented. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

Trustee Fox entered the meeting.

2. ARLENE SOMERVILLE-TOURISM:

Arlene thanked the Board for the time this afternoon to present tourism updates. According to information provided by the Livingston County Tourism Director, visitors spend \$94 per day visit and \$195/day for an overnight visit in a community.

Accomplishments: Arlene provided the Board with a listing of website visits during July, August and September. The most visited webpage is the business directory accessed more than 2,300 times each month. The business directory is updated constantly. The second most accessed page is the calendar of events with more than 2,000 visits. Using October as an example, there were over 70 events listed. The third most accessed area of the website is “where to shop” with more than 1,200 visits.

The second major accomplishment is the Geneseo brochure. Louise Wadsworth presented that to the Board and noted that the committee has stayed with the same format for four years. They are thinking about changing to a booklet format with more pictures and a lyrical poetic text. The three main areas of the brochure will feature the Valley, the Village and the College. Signature events will be highlighted and the brochure will include a map and a business directory with advertisements for the various businesses. The committee plans on their usual printing of 10,000 brochures. Louise added that a brochure is the key element to any promotional campaign. The booklet format will most likely be used for a few years.

Third major accomplishment is promoting student and parent awareness of businesses particularly in the Main Street district. Arlene pointed out that every new incoming student gets the brochure and the Main Street map. Along with that, the College holds an Information Fair where Tourism has a table and gives information to everyone participating. Along with that, all 100 resident assistants as part of their mandatory training attend an “Introduction to Main Street” event in August. The aim is to reach the folks who have the most influence over the students so that they know what Main Street has to offer.

Another push in 2009 was to submit material for the Finger Lakes brochure that reaches 75,000 people. Geneseo also has had an ad in the Letchworth State Park brochure and in the Finger Lakes regional travel guide. Arlene and the committee participated in the Finger Lakes Travel Alliance Literature Exchange setting up shop in the back of Arlene's car. Next year they would like to explore opportunities in web related tourism sites.

To accomplish all of this requires a huge amount of volunteer time and the committee is fortunate to have people willing to expend their efforts in this way.

Arlene then turned to the budget for 2010 (totaling \$14,115 shared between the Town and Village and the sale of business advertising). There will be a balance carried forward but the committee expects to use all of their funds in 2010. Due to the Village fiscal year not beginning until June, the Village contribution will extend into 2011. The budget for the arts stroll will be lowered by 50%. In the publication *Life in the Finger Lakes*, Geneseo would like to expand to a ½ page ad this next year. All in all, Arlene continued, in order to continue the ambitious program, the committee is seeking \$4,000 from the Village for the coming year.

Mayor Hatheway stated that the budget process will begin in February for 2010-2011 and the Board would consider that request. The committee was thanked for their ambitious work and for all the good that they do to keep the community exciting and vibrant; the committee thanked the Village Board for their support.

3. CIRCULATION/PARKING STUDY-FINAL REPORT:

Mayor Hatheway distributed the final version of the Circulation, Parking, Safety and Aesthetics Study compiled by Stuart I. Brown Associates. An executive summary is included in the first few pages, while existing conditions, plans and public input are covered in the next several pages. Following that are the recommendations. It is an excellent document, Mayor Hatheway concluded; in January he plans to present the summary to the Genesee Transportation Council and thank them for funding the project and thank Brown Associates (LaBella) for the excellent work they did.

4. GENESEO BUILDING:

Mayor Hatheway reported that as a result of difficulty with plumbing especially in the men's room, Charlie Parent has been enlisted to do some restroom renovations. He will be converting the men's room into a ladies room (because it is larger) and will be taking out the stalls, installing vanities and fixtures, and painting. By Wednesday the new ladies room should be finished. Then work will begin working on the men's room. Charlie also installed a drain and water lines into Marsha's office for a future sink so that dishes and coffee pots won't have to be washed in the restrooms.

There has been a request from a filmmaker that is considering the Geneseo Building as one possibility for filming a bank scene in a movie called Sleep Shift in January. Regular operations during the filming can take place, the filmmaker assured Clerk Merrick.

5. CONTRACTS: TOWN OF GENESEO, TOWN OF GROVELAND:

Fire and ambulance contract renewals were sent to the Town of Geneseo and the Town of Groveland. The proposed amount for the Groveland ambulance contract is \$5,000 for the year and the proposed amount for the Town of Geneseo (fire and ambulance service) is \$135,000 (including debt service for present fire engine and a reserve fund for the next piece of equipment). Last year the amount was \$80,000. The difference (\$55,000) is to help fund the new equipment.

6. GIS PROGRESS:

There is a meeting scheduled tomorrow with Dan Allen from MRB Group. He hopes to wrap the needs assessment up soon. Shortly thereafter a grant application will be submitted to SARA (State

Archives and Records Administration) for the computer hardware and software for the project. Notification was received that the grant amount (for the current GIS Needs Assessment project) has been reduced from \$12,300 to \$11,195 (\$1,105) by the State of New York. The Village will have to make up the difference.

7. TIME WARNER ISSUES:

As a result of an inquiry into the office by an independent auditor (Computel Consultants) of franchise fees, they are looking over the agreement between the Village of Geneseo and Time Warner Corporation. Further details will be forthcoming. Computel performs an audit of the fees much like the utility audits for phone and electric/gas services.

8. MEMO TO ALL PERSONNEL:

As a result of a phone call last week reporting that a Village employee was driving a vehicle erratically in Rochester, Mayor Hatheway drafted an employee memo reminding everyone that we are in the public eye and to be careful about driving while talking on the phone, driving without seatbelts on, etc. The department heads have been asked to pass the word along to all employees.

Along with that, Mayor Hatheway drafted a memo to all elected and appointed officials, and all employees asking them to go through the goals and objectives of the comprehensive master plan and *identify specific actions that might be taken to accomplish particular objectives. The thought is to seek out ideas, brilliant or otherwise, ideas some of us wouldn't ever come up with, even ideas that might be considered 'far out'. Once we get a bunch of ideas, the Village Board can then start to sort things out, perhaps prioritize them, and perhaps plan what and when some might be implemented.* Mayor Hatheway would like responses submitted by mid-January.

9. MISCELLANEOUS CORRESPONDENCE:

A petition was received from residents of Westhampton, Steeplechase, Thornapple and Lima Road for streetlights and sidewalks. Specifically the petition reads: *We, the undersigned, wish to express our concern about the lack of street/sidewalk lighting on Lima Road from Thornapple Lane to the Geneseo Village limit. We request that the Village install lamps that will increase pedestrian safety. We also request that the Village install a crosswalk across Lima Road at the end of Westhampton.* The Board received the petition and took the request under consideration. It was noted that a similar point was made in the recently finished circulation and parking study.

Town Justice David Haskins will be retiring December 31 and a letter was received from him thanking the Village Board for all of their consideration during his tenure.

Clerk Merrick wrote to Mike Bishop, caretaker of the building housing the now vacant Canal Town Country Store, asking him to take the sign down and secure it until the sign grant monies are returned to the Village. Mike called and will comply with the request. Deputy Mayor Brennan suggests that perhaps the sign grant guidelines could be revised to pay the grant funds over a period of time, rather than all at once to help alleviate this situation in the future.

10. PUBLIC SAFETY:

The Board discussed a missing person incident handled recently by the Police Department. Trustee Fox asked the Board to consider a request by Chief Osganian to fill the open part-time officer position (Robert Fuller's) with Ryan Swanson. After discussion Trustee Fox moved to hire Ryan Swanson to fill the position with second from Trustee LaGrou. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye. The motion carried.

In response to requests received from the Fire Department recording secretary, Trustee Fox moved to approve the following members: Scott Baumgardner, Jessica Shumway, Andrew Goodspeed, James Sheflin, Gregory Tortero, and Tyler Gilmore. Also the following resignations and terminations: Diana Zuniga, Eric Hooper, Malan Silva, and Christopher Thomas. Deputy Mayor Brennan seconded the motion and all were in favor.

Trustee Fox also reported from Chief Chanler the following items:

- The new truck training continues and hopefully the vehicle will be in service by the end of the month.
- A bid on the old fire truck is expected by the end of the month as well.
- The fund drive continues with terrific results.
- Two thermal image cameras have been purchased and are in service.
- Two ice rescue suits have been ordered to replace old ones that are no longer serviceable.
- The ambulance personnel have been vaccinated for the H1N1 virus and all firefighter physicals and immunizations are now up to date.

11. PUBLIC WORKS:

The DPW held their annual holiday party last Friday. Mayor Hatheway attended and presented Eric Scoville with his 35-year service award.

12. TRUSTEES:

Deputy Mayor Brennan: Sandy reported that the Concerts in the Park committee applied for a Council on the Arts grant but were notified that grant funding would not be forthcoming.

Sandy received an email from Kathy Trainor stating that *at a recent Livingston County Transportation Review RGRTA representatives reported that there would be bus shelters available in their capital budget. This means that areas within the authority can apply for consideration. Kathy spoke with LATS manager Kelly Fitzpatrick about the possibility of a shelter at the bus stop located at Megan Drive and she agreed that would be an excellent opportunity. The stop would serve as a local stop as well as a stop for the weekend service to Rochester, accessing the airport, bus and train stations, Public Market, Little Theater and Memorial Art Gallery and Marketplace and Eastview Malls.* The suggestion was made to talk with Jason Frazier as to where it could be placed in that area.

Trustee Fox: nothing further.

Trustee LaGrou: Tom presented the Board with a draft *Village of Geneseo – Youth Recreation Volunteer Application* as well as a mission statement: *To provide activities for youths residing in the Town and Village of Geneseo and Town of Groveland. Youth activities are for the learning experience of everyone. They will operate in a professional manner with an eye on providing quality services and leadership.* The packet also contained guidelines for youth programs under the auspices of Geneseo Youth Recreation. The Board discussed the materials and thanked Tom and his committee for the work done thus far.

Trustee Hill entered the meeting at this point.

13. CLERK/TREASURER:

Clerk Merrick reported that notification has been received from the Quality Inn manager that they have applied for a Liquor License renewal.

Clerk Merrick asked the Board to consider items for surplus from the Court office: one IBM Lenova computer serial number LKHVAW6 and one Benq computer model X11037254. Deputy Mayor Brennan moved and Trustee Fox seconded the

motion to declare the items surplus to the Village needs. All were in favor. It was noted that Clerk Dulmage destroyed the hard drive components and recycled the machines.

Clerk Merrick distributed the November financials to the Board encompassing the first six months of the fiscal year.

The following budget transfers were considered:

General Fund

From A1325.47 Clerk Miscellaneous to A1920.4 Municipal Assoc. Dues	\$69
From A8020.4 Planning Contractual to A8020.2 Planning Projects	\$100
From A1990.4 Contingent to A8560.4 Shade Trees Contractual	\$9,069
From A1620.22 Building Projects to A1620.1 Building Personal Service	\$2,000
From A1110.2 Court Equipment to A1110.4 Court Contractual	\$1,000
From A3120.42 Police Gas & Oil to A3120.41 PD Repairs & Maintenance	\$702
From A599 Fund Balance to A3120.48 Police Misc. Supplies and Contracts	\$4,595
From A599 Fund Balance to A7310.4 Youth Programs	\$5,275
From A8020.4 Planning to A8010.4 Zoning Contractual	\$1,785
From A4540.46 Ambulance Miscellaneous to A1325.47 Clerk Miscellaneous	\$6,000

Water Fund

From F1420.4 Law Contractual to F1910.4 Insurance	\$322
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Sewer Fund

From G1420.4 Law Contractual to G1910.4 Insurance	\$321
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Trustee Fox moved to accept the transfers with second from Deputy Mayor Brennan. All were in favor.

Following review by Mayor Hatheway, voucher numbers 585-682 (for general, water and sewer funds) were presented for approval. After discussion, Deputy Mayor Brennan moved and Trustee Hill seconded the motion to approve general fund vouchers in the amount of \$93,908.81. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Fox-Aye, Trustee Hill-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

After discussion Trustee Fox moved and Deputy Mayor Brennan seconded the motion to approve water fund vouchers in the amount of \$129,614.84. 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 LaGrou seconded the motion to approve sewer fund vouchers in the amount of \$17,515.49. 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 to approve Highland Park Project vouchers in the amount of \$5,635.53. Trustee Hill seconded the motion and all were in favor.

After discussion Trustee Hill moved to approve an Infrastructure and Improvement Project (Main/Court/Wadsworth Street Project) voucher in the amount of \$262.50. Deputy Mayor Brennan seconded the motion and all were in favor.

After discussion Trustee Fox moved to establish HR17- GIS Project and to approve payment of a voucher for the fund in the amount of \$5,990.10. Deputy Mayor Brennan seconded the motion and all were in favor.

After discussion, Deputy Mayor Brennan moved to approve a Community Development voucher in the amount of \$550.00. Trustee Hill seconded the motion and all were in favor.

14. YMCA:

The Board discussed the memorandum received on December 4, 2009 from Wess Audsley and thought about plans for 2010. After discussing the main issues, Mayor Hatheway summarized them as

being 1) staffing concerns and the desire to have more counselors from the Geneseo Central School district area, not just from Livingston County. 2) Keeping the program at a half-day rather than go to a full-day schedule at this point in time. 3) Continuing to look at ways to serve older kids and perhaps checking with other programs around the County to see how many older youth they serve and in what way. It was the consensus of the Board that Mayor Hatheway should write to Mr. Audsley and expresses these concerns. Trustee LaGrou will check with the Avon program director about item number three.

15. OLD BUSINESS:

Trustee LaGrou reported that Mr. Chiara did not sign the purchase offer (for the Village to purchase a portion of his property near Highland Park) by the 18th. He has questions about who might be responsible (he or the Village) for fees he will incur from his mortgage holder to sell a portion of the property. Deputy Mayor Brennan stated that another seller negotiated to share the expense with the Village on a 50/50 basis. Another question was about a buffer area Mr. Chiara might want between the Village property and his property. Trustee LaGrou will discuss it further with Mr. Chiara.

Trustee Hill noted that a revision to the pawnshop ordinance has been sent to Attorney Reynolds for review. Chief Osganian would like a stipulation added that the shop keep reports of items taken in for a period of one year. The Board was supportive of the revision.

16. MEETING CLOSE:

With no further business to discuss, Deputy Mayor Brennan moved and Trustee Fox 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 5:03PM.

Marsha B. Merrick, Village Clerk