

VILLAGE OF GENESEO
BOARD OF TRUSTEES

May 3, 2010

PRESENT:

Richard B. Hatheway, Mayor Marsha B. Merrick, Clerk/Treasurer
John Fox Jr., Deputy Mayor
Sandra F. Brennan, Trustee
Margaret E. Duff, Trustee
Thomas J. LaGrou, Trustee

PUBLIC PRESENT:

Howard Appell Louise Wadsworth Mark Shepard

1. MEETING OPENED:

The minutes of the April 19, 2010 meeting were reviewed. Trustee Brennan moved and Trustee LaGrou seconded the motion to adopt the minutes as presented. The vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye. The motion passed.

2. LOUISE WADSWORTH-COMMUNITY DEVELOPMENT PROGRAM:

Louise Wadsworth explained the program designed to assist business start-ups that will ultimately enhance downtown village commercial districts. Each village in the County has been asked to contribute to the program and in turn the County will match the funding. The \$3,750 village share will purchase a sort of 'kit' for downtown improvements. The Village will form a committee to develop guidelines tailored to Geneseo. Guidelines to be developed will include signage, façade improvements (and specific materials for use therein), storefront window and door suggestions including windows on upper floors of the buildings, and lighting. The business would then be assisted with grant applications for the various programs available. Included also within the program at the County level is sign grant funding up to \$700 (matching grant) and a program to help fund façade improvements and other building modifications.

In response to a question about the definition of 'downtown', Louise said there was not one formulated, but the program is meant to enhance the core target area (which will be determined by the committee for each community). According to consultant Rick Hauser, a core district can be as little as three blocks as the New York State Main Street grants explicitly confines an area to. Typically the core area should be the traditional/historic village downtown where old commercial buildings are the mainstay.

Louise is very, very pleased that Geneseo has agreed to participate in the program and explained some of the grant possibilities that are currently available. The next step is to form a committee to work on the guidelines; Trustee Brennan already has some committee members in mind based on the rosters of other Main Street-interest groups. Typically a committee is comprised of a local resident, building owner, board trustee and mayor, Livingston County Deputy Economic Development Director Julie Marshall and Louise Wadsworth. Louise stated that she is eager to help new businesses get started on Main Street in Geneseo, looks forward to working with the committee and thanked the Board for their consideration in funding the program.

With regard to recent economic development, Mayor Hatheway reported that Julie Marshall and he had a conversation about the application for grant funding for the new ABVI Goodwill store that will be located in the Livingston Plaza. The County, rather than the Village, will be handling the

application for funding with the Office of Community Renewal. The new store hopes to provide jobs for thirty low to moderate-income people.

3. HIGHLAND PARK UPDATE:

Mayor Hatheway and Clerk Merrick met with BPD Municipal Finance representative Chuck Bastian to discuss project financing, particularly paying back the General Fund for costs already incurred (property acquisition, etc.). There will be a BAN (Bond Anticipation Note) sale on May 13, 2010 for \$239,059. BAN closing is set for May 27, 2010. Those funds will also be used to start the construction. The interest payment on the BAN will be due next May and money has been allocated in the 2010-2011 budget for that payment.

Along with that, Trustee Brennan reported that Attorney Reynolds has prepared a purchase offer for a piece of property at the rear of a Stuyvesant Manor property in order to clear the way for the walking trail around the baseball dugouts.

4. WADSWORTH STREET PROJECT UPDATE:

The next step in the process is to decide whether to finance the project through Rural Development or through private financing. It would be more money annually to finance the project through the traditional means, but in the long run the amount of interest payments would be less. The disadvantage of working with Rural Development is that there might be a delay in getting started because of the application process. The goal is to 'go out to bid' on the project late this year or early 2011. When Thoma was consulted as to whether or not they could prepare the application for Rural Development in time for them to commit it for funding before *their* deadline on September 30, the response was yes. The question was posed to Rural Development as to whether or not the process can be achieved in time and they have not responded as yet. If RD funding is not possible, there is a possibility that the project could be funded through the Federal Stimulus Program. All in all, the goal is to do what's best financially. A recommendation will be forthcoming to the Board for their consideration after some of these uncertainties are clarified.

5. UNDERPAID FRANCHISE FEES:

Our consultant, Computel and specifically Mike Caton, has been working on retrieving unpaid franchise fees due the Village of Geneseo. This was discovered during a recent audit of the Time Warner Contract for Cable Service in the Village. According to contract wording, Time Warner is obligated to pay franchise fees as prescribed and has not been including money collected from subscribers and allocated to franchise fees from the calculation of Gross Subscriber Revenues. This exclusion of revenue has resulted in an ongoing underpayment of franchise fees to the Village. Since Time Warner has denied the responsibility to pay these additional fees, Computel has filed a claim with the Public Service Commission on behalf of the Village and has asked for a ruling on the matter. A ruling from the PSC is not expected for at least a couple of months.

6. DOT PROJECT:

The New York State Department of Transportation will be conducting a project in the Village that will *retrofit existing sidewalk ramps constructed under a previous Department project with detectable warning fields. Construction will begin in July 2010 and is expected to be completed December 2010. The Department of Transportation is funding this project.* The project will provide improved safety for pedestrians with visual impairments. These changes will take place at crosswalks along Route 20A (South Street) and Route 39 (Main Street). Upon completion of the project, the Village of Geneseo will have continued maintenance jurisdiction of the sidewalk ramps, including the

newly installed detectable warnings. This information was sent from DOT's Senior Landscape Architect, Kevin Miller.

7. LOG CABIN RE-ROOFING:

The re-roof project will take place this summer. Supt. Frazier sent out four requests for proposals for the approximately \$10,000 project (labor and materials) and received only one response. That proposal, from Stevens Contracting, was for a labor only cost of \$5,600. Kiwanis and Rotary have agreed to help fund the cost of materials (approximately \$5,000). After discussion, Trustee Brennan moved to approve the contract with Stevens Contracting to re-roof the log cabin in the Village Park at a cost of \$5,600. Trustee LaGrou seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

8. SMOKING PROHIBITED LAW:

Mayor Hatheway stated that he used the County's law as a template and drafted a version for the Village that has been emailed to the Board members and Chief Osganian for review. The Police Department would be the enforcing agency and they would issue appearance tickets to offenders. A public hearing for the local law was set for June 7th at 5:15.

9. EMERGENCY COMMUNICATIONS NETWORK:

The Village received a call from Chris Higgs, Account Representative for Emergency Communications Network. A web-based program, CodeRED enables local governments to record, send and track personalized voice, email and text messages to thousands of citizens in minutes. A presentation has been set up for May 12 at 11:30AM with Supervisor Wadsworth (as it could be a joint notification for Village and Town residents), Supts. Frazier and McTarnaghan, Code Officers, and Chiefs Osganian and Chanler along with Mayor Hatheway.

10. REQUESTS:

The Board was supportive of the 6th annual Oak Tree Half Marathon and 5K road race being held on September 5 (Genesee Valley Conservancy), the Friday Knight 5K on September 24 (SUNY event) and the Geneseo Triathlon Club holding a race on September 12. Details will be worked out with Chief Osganian.

11. MISCELLANEOUS CORRESPONDENCE:

The next meeting of the Board on May 17th will be recessed until the end-of-fiscal year meeting takes place on May 26 at 2:30PM. The Board discussed the meeting schedule for the rest of the year and decided on the following meeting dates (meeting time is set for 5PM): June 7 & 21, July 12 & 26, August 9 & 23, September 13 & 27, October 4 & 18, November 1 & 15, and December 6 & 20.

Notification has been received that the Lend-A-Truck Program was not chosen for a *NYCOM/Empire State Report Local Government Achievement Award*. The letter stated that *while your project was both interesting and laudable, it was not selected. However, we think our members could greatly benefit from your success and, therefore, a description of your project will be featured in the Best Practices section of the NYCOM website.*

While reading a newsletter from Fisher Associates (an engineering firm in Rochester), Mayor Hatheway came across an article about *back-in diagonal parking*. Intrigued by the concept, he explained that it was explored during the circulation and parking study recently performed and that the parking lines on Main Street would have to be re-positioned, but that the concept does warrant further consideration. He will make the article available to the Board members.

The Census workers have begun their door-to-door canvassing of addresses that either did not respond to the mailed survey questionnaire or ones that warranted a visit (PO Box addresses).

With regard to the RG&E proposal to provide new light poles and wiring on Cavalry Road, Trustee LaGrou checked further with Supt. Frazier and agrees with the recommendation to accept the proposal. Therefore, Trustee LaGrou moved to accept the proposal from RG&E to install new conduit, cable and fixtures for eight streetlights on Cavalry Road at a cost of \$217.18 per month for the installation. From this point forward, maintenance and repair of the streetlights will be the responsibility of RG&E. Deputy Mayor Fox seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

12. PUBLIC SAFETY:

Deputy Mayor Fox reported that the Fire Department had a busy weekend with 21 EMS and 5 fire calls. Nine of those calls were SUNY related. Chief Chanler is re-applying for a grant for the diesel exhaust removal system for the fire hall. Frank Manzo will be the project manager for that. Ten members of the Fire Department will be graduating from SUNY Geneseo, representing 10% of their membership.

Trustee Brennan highlighted Chief Osganian's monthly report. The Department handled 887 calls for service in April with 3,160 for the year so far (a 13% increase over the same time period last year). The Department received a \$3,300 grant through Senator Volker's office for firearms.

Trustee Brennan had an opportunity to ride with Police Officer Goulet one night last weekend from 10PM until 3AM. She had no idea what goes on during the night and stated that it was *an awakening*. The PD is doing a great job!

Chief Osganian will be receiving the Law Enforcement Challenge Award in Syracuse tomorrow on behalf of the Department. They will be in the running for the National Award as well.

13. PUBLIC WORKS:

Supt. McTarnaghan has been experiencing computer issues and has enlisted the help of M.W. Controls to help solve those issues, Trustee LaGrou reported. Bid requests have been sent out for the new pickup truck and the new mower. Steve attended a conference in Saratoga Springs and the crew has been working on a sewer main issue on Main Street.

Trustee Duff plans to tour the DPW Garage and the Water and Wastewater Treatment Plants soon.

Mayor Hatheway asked the Board to consider supporting the *New York Mutual Aid and Assistance Agreement for Water/Wastewater Providers*. Members participate in Mutual Aid and Assistance activities conducted under the State of New York Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Superintendent McTarnaghan agrees with our participation, there is no cost involved in this program and it serves as a water and wastewater network for mutual aid to other providers. Trustee Duff moved to participate in the program and for Mayor Hatheway to sign the agreement. Trustee Brennan seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

The Annual Drinking Water Quality Report for 2009 was published and inserted into the Genesee Valley Pennysaver this past weekend. The report is also distributed to various public locations throughout the system including SUNY Geneseo, the Towns of Geneseo, Groveland and York, and Wadsworth Library.

Trustee LaGrou left the meeting at 6PM.

14. TRUSTEES:

Trustee Brennan: Sandy presented a sign grant request for the Envy Salon at 94 Main Street. Although the Planning Board/Code Office approved the sign itself, it voted to recommend that the Village Board *not* approve the sign grant based on the materials and colors of the sign. After consideration by the Board, Trustee Brennan moved to re-affirm the Planning Board recommendation to not approve a sign grant for ENVY Salon. Trustee Duff seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye.

Trustee Duff: No further report.

Deputy Mayor Fox: No further report.

15. CLERK/TREASURER:

Surplus Equipment: Clerk Merrick asked the Board to declare a 2003 Acer Aspire 3002 WLC laptop computer (serial number LXA55060055120847DEM00) surplus to the needs of the Village. The laptop is no longer operational and will be recycled. Trustee Brennan so moved with second from Trustee Duff. All were in favor.

March Financial Report: the report was distributed to the Board members.

Clerk Merrick reported that amidst the chaos in the office during the minor remodeling that has been taking place, the office staff has been able to keep up 'business as usual' with meetings (and minutes), water/sewer billings, water/sewer levy process, budget finalization and tax bill processing, customer assistance, and all of the other everyday tasks. The workstations will be delivered and installed this week.

16. MEETING CLOSE:

With no further business to discuss, Trustee Brennan moved and Deputy Mayor Fox seconded the motion to adjourn. The vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, Trustee Duff-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting adjourned at 6:32 PM.

Marsha B. Merrick, Village Clerk