

VILLAGE OF GENESEO
BOARD OF TRUSTEES

May 17, 2010

PRESENT:

Richard B. Hatheway, Mayor
John Fox, Jr., Deputy Mayor
Sandra F. Brennan, Trustee

Marsha B. Merrick, Village Clerk/Treasurer

PUBLIC PRESENT:

Howard Appell Kathy Trainor

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 5:11PM. The minutes of the May 3, 2010 regular meeting were reviewed. Trustee Brennan moved to approve the minutes as presented with second from Deputy Mayor Fox. The vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, and Mayor Hatheway-Aye.

The minutes of the May 3, 2010 public hearing on the Shepard Annexation were reviewed. Deputy Mayor Fox moved to approve the minutes as presented with second from Trustee Brennan. The vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, and Mayor Hatheway-Aye. Trustee Brennan asked if the Village Board could now vote on the annexation and the response was that we are still awaiting County Planning Board response to the referral.

2. SUNY RA (Resident Advisor) PROGRAM REQUEST:

Kathy Trainor came before the Board on behalf of the SUNY RA program. She is requesting use of the Village Park for the RA FunFest training program on Saturday August 21. The group will be using a tent, tables and chairs. The wildly successful event was held last year, Kathy explained with around 100 attendees. The Supporters of Main Street started the program and this will be the fourth year it is held. After discussion, Deputy Mayor Fox moved to approve the event and use of the Village Park on Saturday, August 21. Trustee Brennan seconded the motion and all were in favor. Kathy thanked the Board for their consideration.

3. HIGHLAND PARK UPDATE:

The schedule for construction includes the following dates: publication of the bid notice (6/10), pre-bid conference (6/23) and bids due on June 30. Hopefully an award can be considered at the July 12 Village Board meeting.

With regard to financing the project, one bid was received for the first Bond Anticipation Note from Five Star Bank at 2.12% interest. The closing for the BAN is scheduled for 5/27 at 11AM.

Trustee Brennan received the cultural resource survey; the results of the survey showed that the project would have no impact on any archeological aspect. The asbestos abatement will be taking place soon in the old DPW building.

Wind recently damaged the baseball scorer's booth. Little League organizer Sean Ledwith has asked permission to rebuild the structure and repair the damage. Permission was granted, with the understanding little league will be responsible for all expenses.

4. WADSWORTH STREET PROJECT:

Mayor Hatheway reported that the decision to privately finance the project or to continue to apply for USDA loans has not been decided. The plan is to pursue the grant/loan application on one track and start the design work with MRB simultaneously (parallel). By the next regular meeting of

the Village Board, MRB will have a proposal prepared for their design services with a deadline for that phase of the project being the end of September. That is how we plan to proceed, Mayor Hatheway concluded. If the financing offer through USDA is not to the Board's approval, it does not have to be pursued.

With regard to the National Environmental Impact Statement (NEPA), that is one item necessary to obtain the Federal funding through USDA. The cost for Thoma Development/MRB to prepare the statement is estimated to be an additional \$4000-5000 with no assistance through the County grant program for that purpose.

5. ABVI GOODWILL:

Mayor Hatheway was asked by the County Economic Development Office to write a letter in support of the Small Cities grant application Goodwill hopes to attain in order to renovate 26,000 square feet at the Geneseo Town Plaza (formerly Livingston Plaza). That letter went out last week. They are applying for \$300,000 to help pay for renovations and to purchase the necessary furniture, fixtures and inventory to outfit the store. The Goodwill store will accept donations of gently used clothing, housewares, electronics and other goods and will resell those goods along with other new goods.

They also plan to provide programs and services in the store for the benefit of the community and are planning to have a community room within the store that can be utilized by non-profit groups in Livingston County free of charge for their meetings.

Goodwill plans to provide jobs for at least 20 low to moderate-income individuals, including those that have disabilities including blind and visually impaired individuals.

6. FOUNTAIN UPDATE:

The bear has been removed and is having the new lantern installed. The unveiling is set for this Saturday at 11:00AM commencing with a parade and then a picnic in the Village Park. Deputy Mayor Fox will be the speaker from the Village Board of Trustees for the event.

7. CODERED PROPOSAL:

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 was made on May 12 to Supts. Frazier and McTarnaghan, Chiefs Osganian and Chanler and Mayor Hatheway. In order to alert the citizens of the community, they scan all phone numbers from a directory into the system and then if there is some sort of emergency, for example a gas main break, a water main break, or missing persons, the members of the community would be notified within 15 minutes of the event. The cost would be \$5-6,000 per year based on the number of people the system serves. The College has their own system on campus, however off campus students would be served by the Village system. The system would only be for emergency occurrences, not for information about community events.

One issue would be that the off-campus students would have to voluntarily give their cell phone numbers out to be included in the service, because only published numbers would be available for the scanning.

It is an interesting concept, Mayor Hatheway concluded; however, no upstate communities have this in place as yet. There are systems in place downstate, the representatives said.

8. PERMIT FEE CONSIDERATION:

Code Officer Dean O'Keefe distributed a schedule of permit fee rate considerations. Examples include a per square foot charge for single family dwellings including additions and alterations going from \$.20 to \$.22 with the minimum charge going from \$35 to \$45. Dean has surveyed other municipalities and found that the Village/Town rates could be increased somewhat. The fees have not been increased as yet at the Town level and the Board wondered if the Village should wait until January 1 to consider the changes. After discussion, Deputy Mayor Fox moved to adopt the new fee schedule as proposed by the Code Office effective June 1, 2010. Trustee Brennan seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, and Mayor Hatheway-Aye. The motion carried.

Another factor to consider is whether or not to charge a developer *up front* for proposals that are submitted to the Planning Board that will be reviewed by the Village engineer (concept review, preliminary review, etc.) and incur costs that might not be recouped should the proposal not be pursued. In that case, the Village absorbs those fees. The Board will consider an *application fee* to be charged and will consult with the Code Office and the Planning Board to determine what that fee should amount to.

9. MISCELLANEOUS CORRESPONDENCE:

Notification has been received from the State University Construction Fund that a determination of *non-significance – negative declaration* has been submitted for the Doty Building Rehabilitation. The project involves a new interior layout, plumbing, mechanical and electrical systems. A geothermal system is also proposed to provide heating and cooling. Existing parking areas are to be replaced with porous pavement and a new internal drive will be added through the site allowing access from Mary Jamison Drive to Park Street. All site utility services will be replaced as well as the storm system.

A letter has been received from the Temple Hill Cemetery Supt. Dick Gallivan stating that they appreciate the assistance given by Supt. Frazier and the DPW crew during recent storms.

Mayor Hatheway has been asked and has written congratulatory letters to two Girl Scout Gold Award recipients, Alexandra Friscia and Courtney Katherine Irons. The award ceremony will be held Sunday June 6 in Buffalo. The Girl Scout Gold Award is comparable to the Boy Scout Eagle award.

Historian David Parish was given a certificate of attendance from the *Government Appointed Historians of Western New York* for the spring meeting held in Batavia on May 8th.

10. PUBLIC SAFETY:

Chief's proposal: Eric is pursuing a Master's degree through Keuka College and has the opportunity to complete an action research project in lieu of a thesis project. He would like to *determine the viability of law enforcement accreditation to a small police department*. During the research, he plans on going through the accreditation process with New York State. Currently the Livingston County Sheriff's Department is accredited. Avon PD was at one time, but is not currently. The Board was supportive of this endeavor and Mayor Hatheway wrote a letter expressing that support to the College on behalf of Eric.

The GPD received first place in the New York State Law Enforcement Challenge Award for 2009. The NYS Governor's Traffic Safety Committee, the National Highway Traffic Safety Administration and the International Association of Chief's of Police sponsored the award. Eric put together a very nice bound application showcasing items that are considered for award such as bicycle/pedestrian safety, occupant protection efforts, child passenger seat safety, speed awareness and underage drinking prevention efforts.

There was an incident last week that involved both the police and the fire departments. A resident at April Meadows was using a portable gasoline generator that was placed too close to the apartment complex resulting in carbon monoxide fumes entering the living spaces. Due to the swift action of both departments, many lives were saved from the poisonous contamination.

11. PUBLIC WORKS:

Supt. Frazier submitted a report of activity for the crew including the following:

- Auction results: \$38,727 was the net amount received for miscellaneous pieces of equipment including a bobcat, John Deere mower, 2003 Chevrolet pickup, box of brooms, trash pump and a generator, and a snow blower.
- Emergency tree work was done after the high winds on Saturday May 8th. The tree company will have to be called in to remove some of the damaged trees.
- Wind damage to the little league press box as mentioned earlier in the minutes.
- The Sheriff's Dept. Trustees (prisoners) are painting the Depot.
- Sign replacement is taking place along State Route 20A by the State DOT.
- Trees are being planted around the Village.
- Flowers have been planted in the green house and will be displayed in numerous pots around Main Street before Memorial Day. All the islands have been cleaned out and will be ready for plants and mulch as well as around the boulevard trees on Main Street.
- Crews have been doing catch basin repair on Ryan Drive, Jacqueline Way and Chestnut Street.
- Roadside mowing has been taking place with the boom mower on Avon Road, Mt. Morris Road and Route 20A.
- A new planter has been installed at the corner of Main and Park Street.
- A tree has been transplanted from the site of Byrne Dairy to the front of the DPW complex.
- Steven's Contracting will be starting the Log Cabin roof the week of the 24th pending delivery of materials.

Supt. McTarnaghan sent an email message to Trustee LaGrou that all work has been routine the last two weeks including meter repairs and replacements and equipment maintenance.

12. TRUSTEES:

Trustee Brennan: Sandy has received an invitation to an *energizing entrepreneurship program* that she hopes to find out more about and report back to the Board.

With regard to the concept of back-in diagonal parking, Trustee Brennan is intrigued with the concept and agrees there are valid reasons for it to be considered. Mayor Hatheway wondered if the north end of Main Street could be reconfigured for a trial area when it is resurfaced this summer.

Information has been received from the Livingston County Department of Health and specifically Diana Cannon, Tobacco Action Partnership. Signatures were collected in support of tobacco-free playgrounds and recreation areas. Sixty-seven people signed the petition that was available at the Geneseo Central School science night held on April 22, 2010. The Board was enthused by this obvious support of their intent to enforce a non-smoking policy on all Village property. A public hearing on the draft local law for that purpose will take place on June 7 at 5:15PM.

13. CLERK/TREASURER:

Clerk Merrick received the liquor license application for the Historic Hills Tavern owned by Larry Scoville.

14. SEWER RATE INCREASE:

Deputy Mayor Fox moved to raise the sewer rates effective with the August 1 billing to \$55 per unit per quarter in the Village (from \$50) and subsequent raise in rates for Town Sewer District users (from \$69 to \$74). Trustee Brennan seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, and Mayor Hatheway-Aye. The motion carried.

15. MEETING RECESS:

With no further business to discuss, Deputy Mayor Fox moved and Trustee Brennan seconded the motion to recess and then reconvene on May 26 at 2:30PM. The vote was as follows: Deputy Mayor Fox-Aye, Trustee Brennan-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting recessed at 6:20PM.

Marsha B. Merrick, Village Clerk

MAY 26, 2010

The recessed May 17 meeting was reconvened at 2:30PM on May 26, 2010 with the following Board members present:

Richard B. Hatheway, Mayor
John Fox Jr., Deputy Mayor
Thomas J. LaGrou, Trustee
Margaret Duff, Trustee

Marsha B. Merrick, Clerk/Treasurer

PUBLIC PRESENT:

Pupils from Mr. Ward's Government Class in Livonia Central School: Ashley Dennis, Scott Jeffers, Justin Vaughan, and Ted Maier

16. MEETING OPEN:

Mayor Hatheway reconvened the meeting at 2:30PM. Four members of the PIG (Participation in Government) class of Mr. ward in Livonia Central School attended the meeting as part of their class assignment. Mayor Hatheway explained the purpose of the end-of-fiscal year meeting, and explained the role of the board of trustees running a small corporation (the Village of Geneseo).

17. NEW BUSINESS:

Deputy Mayor Fox inquired about setting up a new reserve fund for future ambulance equipment purchases separate from the Fire Equipment Reserve Fund currently in place. After discussion, Deputy Mayor Fox moved to adopt the following resolution: **RESOLVED**, that pursuant to Section 6-c of the General Municipal Law, as amended, this Village Board of Trustees does hereby establish a Capital Reserve Fund to finance the cost of acquiring or refurbishing ambulance and rescue equipment for which the reserve fund is established. The Treasurer is hereby authorized to deposit monies of the reserve into a bank account to be known as the Ambulance and Rescue Equipment Reserve Fund. Trustee LaGrou seconded the motion and the vote was as follows: Deputy Mayor Fox-Aye, Trustee Duff-Aye, Trustee LaGrou-Aye, and Mayor Hatheway-Aye. The motion carried.

Deputy Mayor Fox reported that Chris Cook, manager of the Historic Hills Tavern had requested a packet to apply for Business Development Loan funding and then it will be submitted for consideration.

18. BUDGET TRANSFERS & VOUCHERS:

Clerk Merrick distributed the April Treasurer’s Report to the Board members.

Clerk Merrick presented the Board with the end-of-fiscal-year budget transfer list for their review. Deputy Mayor Fox publicly complimented Clerk Merrick on managing the transfers and making sure there was only one page of them to consider. Mayor Hatheway explained the process to the students in attendance. After consideration, Deputy Mayor Fox moved approval of the following General fund transfers with second from Trustee Duff. All were in favor.

GENERAL FUND

From	To	Amount
A599 Fund Balance	Fire Equipment Reserve (Airpacks)	\$4,000
A599 Fund Balance	Land & Buildings Reserve	\$20,000
A3410.20R Fire Equipment Reserve	A9785.6 Installment Loan (Truck Debt)	\$69,274
A4540.22 Ambulance Equipment Reserve	A9710.6 Debt Service (Fire House)	\$15,000
“	Fire Equipment Reserve	\$142,200
A3120.20R Police Equipment Reserve	General Fund Equipment Reserve (Police)	\$3,000
A8010.1 Zoning Personal Service	A3320.1 Parking Personal Service	\$1,400
A1110.1 Court Personal Service	A1010.1 Trustees Personal Service	\$440
“	A1110.4 Court Contractual	\$3,135
“	A1325.1 Clerk/Treasurer Personal Serv.	\$1,177
A1620.4 Buildings Contractual	A1640.4 Central Garage Contractual	\$15
“	A1950.4 Taxes & Assessments	\$466
A4540.44 Ambulance Repairs & Maint.	A4540.21 Ambulance Equipment	\$2,845
A1010.4 Trustees Contractual	A7310.4 Youth Programs	\$100
“	A1210.4 Mayor Contractual	\$219
A1990.4 Contingent	A3120.1 Police Personal Service	\$5,248
A5142.1 Snow Personal Service	A5110.1 Street Dept. Pers. Service	\$4,291
A5410.1 Sidewalks Personal Service	“	\$8,613
A8160.1 Refuse Removal Personal Serv.	“	\$704
“	A8140.1 Storm Sewers Personal Serv.	\$811
A1325.47 Clerk Miscellaneous	A1325.2 Clerk Equipment	\$3,187
“	A1325.45 Clerk Payroll Service	\$81
“	A1460.4 Records Management	\$263
“	A1420.4 Law	\$1,418
A3320.4 Parking Contractual	A2989.4 DARE-K/9	\$1,594
A3120.23 Police Computers	A3120.41 Police Repairs	\$3,379
A3120.24 Police Misc. Equipment	A3120.44 Police Training	\$2,416
A3120.22 Police Uniforms	A3120.48 Police Misc. Supplies etc.	\$1,167
A3120.42 Police Gas & Oil	“	\$4,685
A3120.45 Police Phones	“	\$1,377
A3120.21 Police Radios	“	\$3,313
A3120.23 Police Computers	“	\$1,131
A3120.24 Police Misc. Equipment	“	\$1,116
A4540.41 Ambulance Communications	A4540.46 Ambulance Miscellaneous	\$9,798
A4540.42 Ambulance Fuel	A4540.45 Ambulance Med-Ex	\$11,660
A7140.4 Parks Contractual	A5110.4 Streets Contractual	\$287
“	A8160.4 Refuse Contractual	\$521
A8020.4 Planning Contractual	A8010.4 Zoning Contractual	\$852

A1910.4 Insurance	A5182.4 Street Lighting	\$5,539
“	A8989.4 Joint Code Enforcement	\$1,812
“	A9060.8 Health & Dental Insurance	\$5,650
A1990.4 Contingent	“	\$32,155

General fund vouchers numbered 1064-1195 in the amount of \$223,098.28 were then considered for the last month of the fiscal year. After review of the vouchers by Mayor Hatheway, a motion to approve them was made by Trustee LaGrou and seconded by Deputy Mayor Fox. All were in favor.

WATER FUND: Trustee Duff moved to transfer the amounts as stated in the water fund. Deputy Mayor Fox seconded the motion and all were in favor.

From	To	Amount
F1325.47 Clerk Miscellaneous	F1325.45 Clerk Payroll Processing	\$262
F1325.42 Clerk Postage	F1325.46 Clerk Supplies	\$367
“	F1325.41 Clerk Phone	\$24
F8320.1 Source of Supply Personal Serv.	F8310.1 Water Administration Pers.	\$13,275
F8340.1 Trans./Distribution Pers. Serv.	“	\$8,965
F8340.4 Trans./Distribution Contractual	“	\$1,760
F8340.22 Trans./Distribution Projects	Line Reserve	\$40,000
F1990.4 Contingent	F8330.4 Purification Contractual	\$19,461
F599 Fund Balance	F8320.4 Source of Supply Contractual	\$18,593
F8740.4 Watershed Inspector (County)	F8330.1 Purification Personal Serv.	\$3,638
F1950.4 Taxes & Assessments	F1325.2 Clerk Equipment	\$3,070

Water fund vouchers 1065-1186 in the amount of \$86,741.70 were then considered for the last month of the fiscal year. Motion to accept made by Deputy Mayor Fox and seconded by Trustee LaGrou. All were in favor.

Mayor Hatheway noted that \$10,339.80 has been received from the County Treasurer *due to a budget surplus resulting from staffing changes in 2009 in the Watershed Inspection Program*. That money was returned to the water fund.

SEWER FUND: Trustee LaGrou moved to accept the sewer fund transfers as listed with second from Trustee Duff. All were in favor.

From	To	Amount
G1380.4 Fiscal Agent Fees	G1325.1 Clerk Personal Service	\$856
“	G1325.2 Clerk Equipment	\$3,071
G8110.1 Sewer Admin. Personal Serv.	G8130.1 Treatment/Disposal Pers.	\$27,340
G1325.42 Clerk Postage	G1325.41 Clerk Phone	\$63
“	G1325.45 Clerk Payroll Processing	\$71
G8120.22 Sanitary Sewer Projects	Line Reserve	\$40,000

Sewer fund voucher numbers 1065-1191 in the amount of \$34,648.35 were considered. Trustee Duff wondered about the purchasing policies especially for Wal-Mart and Staples. Clerk Merrick explained what happens generally and Margaret suggested avenues for improvement. Deputy Mayor Fox moved approval of the vouchers and Trustee Duff seconded the motion. All were in favor.

Deputy Mayor Fox moved approval of the HR13-Highland Park Project vouchers in the amount of \$8,482.56. Trustee LaGrou seconded the motion and all were in favor.

Deputy Mayor Fox moved approval of the HR15-Infrastructure Improvement Project vouchers in the amount of \$2,346.83. Trustee LaGrou seconded the motion and all were in favor.

19. OTHER BUSINESS:

A letter has been received from NYS DOT Regional Traffic Engineer David Goehring. They have completed their investigation of Route 20A within the Village of Geneseo relative to lowering the 45 mph speed limit. The letter states: *We have determined that a 35 mph speed limit is justified between Reservoir Road and the easterly boundary of the Village of Geneseo at Volunteer Road. Our consideration of the roadway characteristics, radar data and the review by the State Police indicates that a 35 mph speed limit is appropriate on this portion of Route 20A. The revised transitions from 30 mph to 35 mph and from 35 mph to 45 mph will coincide with the changes in roadway characteristics at those points. This change will result in a 0.6 mile long 35 mph speed limit that will provide an adequate length of speed zone and provide a sound basis for enforcement efforts.*

Mayor Hatheway had a discussion today with grantsman Bernie Thoma about a possible grant for the Geneseo Building through the State Parks Department. There might be a chance for funding through that source even though they have recently awarded a grant to the Village for Highland Park.

The YMCA has not presented a program for the older kids as yet other than the CIT (Counselor in Training) program that is included with the summer program this year with an expected enrollment of 10-12 kids. Deputy Mayor Fox reported that there might be other avenues for older kids to pursue in the area and they are being explored.

Trustee LaGrou left the meeting.

20. ADJOURN:

With no further business to discuss, Deputy Mayor Fox moved and Trustee Duff seconded the motion to adjourn. The vote was unanimously in favor, and the meeting adjourned at 3:17PM.

Marsha B. Merrick, Village Clerk