

VILLAGE OF GENESEO
BOARD OF TRUSTEES

May 20, 2013

PRESENT:

Richard B. Hatheway, Mayor
Sandra F. Brennan, Deputy Mayor
Margaret Duff, Trustee
Benjamin W. Gajewski, Trustee
Bob Wilcox, Trustee

Marsha B. Merrick, Village Clerk/Treasurer
David Woods, Planning Board Chair

ALSO PRESENT:

Brandon Holley, Livonia Central School government class

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 5:00PM. The minutes of the May 6, 2013 regular meeting were reviewed. Trustee Duff moved to approve the minutes as amended with second from Trustee Wilcox. The vote was as follows: Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

Deputy Mayor Brennan entered the meeting.

2. WATER PROJECT UPDATE:

The latest reports from Steve McTarnaghan are that everything is going well as of 2:26PM today. The tank is off line now (and has been since yesterday at 3PM) and has been drained and the by pass plan is in place per MRB's Clement Chung in an email sent to the Board members. Trustee Gajewski said that when he talked to Steve late this afternoon they had started to drill through the tank wall to install the new piping. He was really pleased at that point as to how things were going.

Trustee Wilcox added that Fire Chief Chanler is satisfied with the water contingencies that are in place.

3. BAN SALE:

The \$250,000 Bond Anticipation Note sale for the water project took place on May 15th; five bids were received. The highest interest rate was 1.865% from Oppenheimer & Company and the lowest was 1.04% from Zion's First National Bank in Utah. They won the bid and the interest cost will amount to \$2,600 for one year. Other bidders were Roosevelt & Cross, Five Star and Steuben Trust Company.

4. ANNUAL DRINKING WATER QUALITY REPORT:

The report was published and distributed in the May 12th edition of the Genesee Valley Pennysaver, Livingston Edition. Extra copies are available in the Clerk's office, the Town of Genesee and York office and the local library.

5. GENESEO BUILDING UPDATE:

Mayor Hatheway reported that Jon Norris was in the building again last Thursday, working on the preliminary items. The installation of the windows is scheduled to begin around the second week of July and the masonry work will start the 4th week of July. The submittals have been done and the project should be wrapped up by the end of September. The contractors are aware of local events that might be impacted by the construction and there should be no glitches. RG&E has been moving power

lines away from the building. A new pole for that purpose was installed on the grassy stretch between the employee parking lot and Hick's parking lot. The lines have been re-routed. There is an allowance in the project for some electrical work as well.

6. MOHAN'S CLASS PRESENTATION:

The students from Mary Mohan's Communications class presented a number of projects that could be implemented to re-brand Geneseo. Ideas included updating the website, creating a new logo, installing information kiosks, finding ways to improve the municipal parking lot, and using artwork to improve alleyways. Mayor Hatheway suggested that perhaps each board member could pick something he/she was interested in, and oversee it. Discussion followed. Trustee Wilcox suggested that perhaps the tourism committee could choose one project to work on as well. The suggestion was made to review the material as a board, then each choose a project to pursue.

7. RECYCLING EFFORT:

A recycling event was held at the Central School for electronics etc. hosted by Sunking Electronics Recycling on May 11. There were several items downstairs including a copier, several typewriters, computer monitors, computers and other miscellaneous items. They were rounded up and donated, Mayor Hatheway reported. Randy French, ecology teacher organized the event and the school will receive a penny a pound for the items. The Ecology Club also organized a metal recycling recently and earned a few thousand dollars for a future trip to Yellowstone Park.

8. GENESEE TRANSPORTATION COUNCIL:

Notification was received that the NYS Dept. of Transportation is offering TEP (Transportation Enhancement Program) grants for projects. Suggestions include construction of bicycle paths and streetscape improvements. Local projects could include a Gateway and Conservancy trail or a trail near the Wadsworth stone wall along Route 20A. Deputy Mayor Brennan was interested in exploring the possibility of obtaining a grant and will plan to attend the NYSDOT-Region 4 TEP workshop on May 29th. Trustee Wilcox volunteered to attend as well. Applications for the funding are due by August 16.

9. WATERSHED COUNCIL:

Mayor Hatheway received the annual report from the Livingston County Watershed Council. The annual report on the health of the Conesus Lake Watershed is very informative and helpful.

10. PERSONNEL-SUMMER HELP:

Trustee Duff moved to appoint Rick Scoville to a summer help position with second from Deputy Mayor Brennan. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

11. MISCELLANEOUS CORRESPONDENCE:

A group is interested in hosting the World's Largest Picnic as a fundraiser for the Wadsworth wall project. The idea outlined for the Guinness Book of World Records contains stringent rules and is only in the discussion stages at this point in time.

12. PUBLIC SAFETY:

Chief Osganian submitted his report. Deputy Mayor Brennan also noted that there will be extra traffic safety enforcement this upcoming Memorial Day weekend. Chief Osganian is also

finishing up with quality of life issues after the spring semester. There was a large County-wide drug bust last Thursday. Part-time police officer Robert Fuller was used in that operation.

Trustee Wilcox reported that the County paid for the 2006 ambulance today, \$17,000 and took delivery of the vehicle. Hopefully the new ambulance will be outfitted and on the road this week.

13. PUBLIC WORKS:

Supt. Frazier reported the following items via Trustee Duff:

1. Tank Project: We have installed all of our 16" water line up to the tank, tested and chlorinated approved. 6", 10", 12" tie in's at the road have been completed. We still need to tie in the 6" at the Towns building, but can't until the whole line is live from the tank. Tank is drained and Villager is starting the work inside today. We are direct pumping to the Village from the water plant with many pressure relief valves installed on fire hydrants, seems to be working fine so far, with a man at the water plant 24/7.
2. Tree planting is completed. We planted 22 trees around the Village and will be watering through the summer.
3. Flower crew is in full swing around the Village and Main St.
4. Mulching on Main St for the holiday weekend is being done.
5. New employee starts tomorrow, Pete Kingston.
6. Auction results: Truck \$13,500, Bobcat \$28,500, Kubota UTV \$8500, Farris 0-Turn \$6500, Bobcat angle broom \$2100. Total \$59,100 minus fees. Teitsworth Auction took in \$5.2 million in sales that day.
7. Crew has been cleaning up and installing topsoil in many areas from project digs this winter and spring.

Trustee Gajewski reported that the new street signs are in and will be installed shortly as will the new handicap parking places. Mayor Hatheway reported that the United Way Day of Caring will take place tomorrow with crews from Wegmans working in various areas around the Village.

As for water/sewer, there is not much going on other than the tank project and routine maintenance at the two facilities. The pumping test they did last Friday was helpful to flesh out some of the issues that needed to be rectified when the tank is taken off-line. There is a worker monitoring the water plant 24 hours per day. Clerk Merrick and Mayor Hatheway met with MRB's Bill Davis last week to go over the financials to make sure all of the items are accounted for and the bills are correctly itemized and readied for payment.

14. TRUSTEES:

Deputy Mayor Brennan: Sandy commented on the APOG annual report and the Museum report as being very informative. Both groups benefit from a lot of good volunteers doing various things.

Trustee Duff: Margaret brought up something that other communities are doing by having flags honor military personnel past and present. Discussion followed as to where they might be displayed and the cost involved. Along that line, Mayor Hatheway noted that Dick Platt reported that the VFW has finished re-pointing the monument at a cost of about \$5,000. The group had also suggested fixing up the flagstones as well, and that would take additional funding. The monument has been cleaned and looks great, just in time for Memorial Day.

Trustee Gajewski: Ben stated that the folks at the Cycle Path bike shop would like to close Center Street and hold a bike demo similar to the one held last year. The date is Wednesday, June 26 from 2-8PM. The owner will provide an insurance certificate. The Board was supportive contingent upon approval by Chief Osganian.

Trustee Gajewski attended a workshop sponsored by Genesee Finger Lakes Regional Planning Council. One topic was on email. It was brought out that any emails sent to and from Village employees from a personal email account is subject to FOIL inspection. If there was a FOIL request, it would be necessary to pick through the emails and choose the ones pertinent. One way to avoid that would be to have Village email addresses or to copy the clerks on the emails sent from personal email accounts. Ben said that there are advantages to having a separate email address that could be posted on the website. Discussion followed.

Another subject dealt with was posting the agenda and meeting items on the website prior to the meetings. It was noted that our agenda is posted online on the Friday before the meeting.

Trustee Gajewski inquired about a bench at the monument that was discussed earlier in the spring. The garden club is working on their areas and they were wondering about the picnic table or bench.

On a final note, Ben reported that APOG published a book last week entitled *Exploring Genesee Architecture: Walking Tours of a National Historic Landmark District*. The book highlights 120 residential and commercial structures in the District. That publication is for sale at Sundance Books.

Trustee Wilcox: Bob reported that the tourism committee spent a lot of time talking about implementing some of the branding projects outlined by the students in Mary Mohan's class. He talked about other tourism topics including commercial event advertising.

Trustee Wilcox also wondered about placement of tables on the sidewalk during Summer Festival. It seems as though the merchants association is charging not for profits \$25 for a space. To charge the vendors is one thing, but it's tough for the others to pay. Further review of this procedure will take place.

Bob asked about the cash flow for the tourism committee as they have used their Town budget allowance and have bills outstanding. Clerk Merrick will get a check to the town for the Village allocation on June 3.

15. CLERK/TREASURER:

Clerk Merrick continues to work on end of fiscal year tasks in preparation for the upcoming meeting.

16. NEW BUSINESS:

Save the Wall committee plans: Discussion took place with regard to the wall project and continuing plans for cleanup and restoration.

17. OLD BUSINESS:

Trustee Gajewski asked about the plans for parking meter enforcement. Deputy Mayor Brennan will be meeting with Code Enforcement and Town Supervisor Wadsworth this week.

18. MEETING RECESS:

With no further business to discuss, Trustee Gajewski moved and Trustee Wilcox seconded the motion to recess and reconvene on May 29 at 3:00PM. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting recessed at 6:39PM.

Marsha B. Merrick, Village Clerk

MAY 29, 2013

The recessed May 20 meeting was reconvened at 3:00PM on May 29, 2013 with the following Board members present:

Richard B. Hatheway, Mayor
Sandra F. Brennan, Deputy Mayor
Margaret Duff, Trustee
Benjamin W. Gajewski, Trustee
Bob Wilcox, Trustee

Marsha B. Merrick, Clerk/Treasurer

PUBLIC PRESENT:

None

19. MEETING OPEN:

Mayor Hatheway reconvened the meeting at 3:00PM.

20. DPW REQUEST:

Supt. Frazier would like to hire a summer laborer, Connor Herlihy, for a few months, June 3 to August 23, 2013. Trustee Duff made the motion to hire Connor at a rate of \$9.00 per hour for the period specified based on the recommendation by Supt. Frazier. Trustee Gajewski seconded the motion and the vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

21. BUDGET TRANSFERS AND VOUCHERS:

Clerk Merrick distributed the April financial report to the Board members and noted that the \$250,000 Bond Anticipation Note funds had been deposited in the Water System Improvement account for the project.

The following budget transfers for all three operating funds were reviewed by the Board members. Trustee Gajewski moved approval of the transfers with second from Deputy Mayor Brennan. All were in favor.

GENERAL FUND

From	To	Amount
A599 Fund Balance	A5110.2 CHIPS (to match receivable)	\$1,537
A1210.4 Mayor Cont.	A1210.1 Mayor Personal Service	\$8
A1325.47 Clerk Misc.	A1325.1 Clerk Personal Service	\$500
A599 Fund Balance Grants	A3120.1 Police Personal Service	\$27,900
Water Project	A5110.1 Streets Personal Service	\$20,500
A1990.4 Contingent	A8010.1 Zoning Personal Service	\$3,845
A5142.1 Snow Pers.	A8560.1 Shade Trees Personal Service	\$3,380
A9060.8 Medical Ins.	A9030.8 Social Security	\$1,520
“	A9035.8 Medicare	\$180
A3410.20R	To fire equipment reserve	\$70,500
A3120.20R	To police equipment reserve	\$12,000
A3320.2 Parking Eq.	A3510.4 Dogs contractual	\$223
A1325.47 Clerk Misc.	A7550.4 Celebrations	\$287
A3410.22 FD Projects	A9785.7 Inst. Purchase Debt Interest	\$2,960

A1110.1 Court Pers.	A1110.4 Court contractual	\$2,000
A1325.47 Clerk Misc.	A1010.4 Board contractual	\$276
“	A1325.2 Clerk Equipment	\$58
“	A1325.41 Clerk Phone	\$2
“	A1325.45 Clerk Payroll processing	\$615
“	A1325.46 Clerk Supplies	\$238
A1990.4 Contingent	A1420.4 Law Contractual	\$3,370
“	A1440.4 Engineering	\$880
“	A5182.4 Street lighting	\$12,715
A5110.21 Street Eq.	A1640.4 Central Garage	\$4,350
“	A7140.4 Parks contractual	\$3,120
“	A8160.4 Refuse contractual	\$140
“	A8560.4 Shade trees contractual	\$260
A3120.24 PD Misc. Eq.	A3120.41 PD Repairs	\$1,884
“	A3120.44 PD Training	\$280
“	A3120.46 PD Uniform Cleaning	\$585
A599 Fund Balance Grants	A3120.48 PD Misc. supplies etc.	\$8,050
“	A3120.22 PD Uniforms	\$3,900
A3120.23 PD Comp.	A3120.47 PD Computer Support	\$1,870
A3120.24 PD Misc. Eq.	“	\$516
A1990.4 Contingent	A3120.42 PD Gas & Oil	\$3,095
A3320.2 Parking Eq.	A3320.4 Parking contractual	\$1,000
A3510.1 Dogs Pers. Serv.	“	\$582
A3410.21 FD Equip.	A3410.44 FD Repairs	\$6,600
A3410.46 FD Misc.	“	\$3,428
A4540.42 Amb. Fuel	A4540.46 Ambulance Misc.	\$7,635
“	A4540.22 Ambulance Equipment	\$1,710
A599 Fund Balance	A4540.45 Med-Ex Fees-Ambulance	\$31,520
A4540.43 Amb. Utilities	A4540.48 Ambulance Training	\$3,095
A1990.4 Contingent	A8010.4 Zoning Contractual	\$1,147
A9710.7 Serial Bonds Int.	A9710.6 Serial Bonds Principal	\$10,180
“	A9785.6 Inst. Purchase Contracts	\$7,840
A9035.8 Medicare	“	\$18

WATER FUND

From	To	Amount
F1010.4 Board Contractual	F1010.1 Board Pers. Service	\$28
F1325.48 Clerk Copier Fees	F1325.1 Clerk Pers. Service	\$300
F8320.1 Source of Supply Pers.	F8330.1 Purification Personal	\$6,700
Water Project	F8310.1 Water Admin. Pers.	\$12,040
“	F8340.1 Trans./Dist. Pers.	\$5,700
F8320.20R to Reserve for Media Replacement		\$15,000
F8340.22 to Reserve for water line repair/replacement		\$26,000
F1325.42 Clerk Postage	F1325.460 Clerk Supplies	\$600
F231L Water Line Reserve	F9950.98 Transfer to Project	\$100,000
F8320.4 Source Contractual	F1440.4 Engineering	\$11,550
“	F8310.4 Water Admin. Cont.	\$1,232
“	F8330.21 Purification Equipment	\$120

“	F8340.4 Trans./Dist. Contractual	\$15,500
“	F8740.4 Natural Resources	\$1,870
F9710.7 Serial Bonds Interest	F9710.6 Serial Bonds Principal	\$5,000

SEWER FUND

From	To	Amount
G1010.4 Board Contractual	G1010.1 Board Pers. Service	\$28
G8120.22 Sewer Lines to Reserve for future projects		\$40,000
G8130.20R WTP to reserve for future projects		\$7,000
G8130.4 WTP Contractual	G8130.21 Plant equipment	\$410
G9060.8 Health & Dental Ins.	G9010.8 State Retirement	\$3,000
G9710.7 Serial Bonds Interest	G9710.6 Serial Bonds Principal	\$5,000

Following review by Mayor Hatheway and Deputy Mayor Brennan, voucher numbers 1023-1157 (for general, water, and sewer funds) were presented for approval. After discussion, Trustee Gajewski moved and Trustee Duff seconded the motion to approve general fund vouchers for \$454,264.06. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Trustee Gajewski and Trustee Duff seconded the motion to approve water fund vouchers for \$190,902.46. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Trustee Gajewski moved and Trustee Duff seconded the motion to approve sewer fund vouchers for \$93,575.07. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Deputy Mayor Brennan moved and Trustee Duff seconded the motion to approve HR18-Water System Improvement Project vouchers for \$33,584.92. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Deputy Mayor Brennan moved and Trustee Wilcox seconded the motion to approve Community Development/Main Street Grant Program vouchers for \$3,191.00. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

22. WATER PROJECT:

In an email from Clement Chung this morning he indicated that they will begin filling the tank today and it should be filled by Sunday. The project is nearing its end!

23. GRANT WORKSHOP:

Deputy Mayor Brennan attended a workshop today along with Trustee Wilcox on the TEP (Transportation Enhancement Program) funding offered by the NYS Department of Transportation-Region 4. It seems as though the program is committed to trails, and anything to do with trails. They didn't seem to be in favor of a grant for the wall along Route 20A. Discussion followed. The next step would be getting together the right people to talk about possible projects and go from there. The application deadline is August 16.

24. SAFE ACT RESOLUTION:

The Town Board passed a resolution calling for the repeal of the New York Safe Act of 2013. A copy of the resolution was distributed to the Village Board members.

25. MAIN STREET GRANT:

Trustee Gajewski reported that the Geneseo NY Main Street Review Board met on Friday, May 17 to reallocate funds declined by Neal Moynihan, 90 Main Street in the amount of \$4,000. The committee discussed possible options for allocation of the funds. *According to a memo to file dated May 20, 2013, of the eleven projects already funded, several are already closed out and the others have already received additional funding from other sources, so the committee decided to review projects that had not received any funding. The next highest priority project was deemed to be the repair of the steps and railing at the Big Tree Inn at 46 Main Street, CAS Properties. Since this award is a small portion of their request, it was agreed by the committee that if any other projects do not maximize their awards, the surplus funds will be forwarded to the Big Tree Inn project.* Based on that recommendation by the Committee, Trustee Gajewski moved to offer the \$4,000 in Main Street funding to CAS Properties. Deputy Mayor Brennan seconded the motion and all were in favor.

26. EXECUTIVE SESSION:

Following a motion made by Deputy Mayor Brennan, seconded by Trustee Gajewski and voted upon unanimously in favor, the Board went into executive session to discuss wages at 3:34PM.

The Board came out of session at 3:59PM upon motion made by Trustee Gajewski and seconded by Trustee Duff. The motion carried. It was noted that wage increases were approved during the session.

27. ADJOURN:

With no further business to discuss, Trustee Gajewski moved and Trustee Wilcox seconded the motion to adjourn the meeting. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting adjourned at 4:00PM.

Marsha B. Merrick, Village Clerk