

VILLAGE OF GENESEO  
BOARD OF TRUSTEES

May 18, 2015

PRESENT:

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

Marsha B. Merrick, Village Clerk/Treasurer  
David W. Parish, Village/Town Historian  
David Woods, Planning Board Chair

ALSO PRESENT:

Carolyn Meisel          Conrad Baker

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 5:00PM. The minutes of the May 4, 2015 regular meeting were reviewed. Deputy Mayor Brennan moved to approve the minutes as presented with second from Trustee Gajewski. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

2. DAVID PARISH – HISTORIAN REPORT:

David thanked the Board for allowing him a few minutes to deliver his 2014 Annual Report, which was also submitted to the NYS Historian and County Historian Amie Alden. The report indicates that the service to patrons has remained about the same as that of last year with a slight increase of 8. The nature of the requests for information has changed greatly due to the use of the World Wide Web. An example of a question posed to local historians is: “Why did my great-great grandparents stop in Geneseo in 1840 before they went out west?” Of course these questions are almost impossible to answer! Annual goals were all met, David continued, except for the completion of “I AM GENESEO, Our Town”, the book he is currently working on. There have been many offers of donated materials to the archives and David said he is grateful for folks that have become very good at finding and downloading information about the area. A challenge continues, however, as far as trying to keep what is significant in the Village/Town collection.

Mentioning I AM GENESEO, David has been talking about the book for three years and now has 200 pages written. The book is about those lesser known folks who helped build Geneseo and includes a reference to the Big Tree and her acorn nut that survived for 225 years woven through the story of five women who were influential in the formation of the community.

David continues in his search to find a volunteer willing to help out in his office. David appreciates the help he receives from the Village Office staff, especially Clerk Lund.

In closing, David mentioned a new book that came out recently written by Dr. Michael L. Oberg about the Oneida Indians and Missionary Eleazar Williams. Eleazar claimed to be a descendent of King Louis 16<sup>th</sup>. He finds it an interesting read on the history of the Native American Indians.

Deputy Mayor Brennan mentioned that next year the Livingston County Historical Museum is planning a historical review on the Geneseo Jam Kitchen and perhaps David could coordinate with the museum on that project. In closing, David distributed the latest edition of the Bear Facts.

3. CAROLYN MEISEL – WADSWORTH LIBRARY:

Carolyn came before the Board on behalf of the Wadsworth Library. Last year as a result of a heavy rain event, their basement flooded. A row of books remains in cold storage in Mt. Morris in an effort to preserve them. Apparently there is a blockage in the storm drains and she wonders if the Village has a camera to inspect the lines. Mayor Hatheway wondered if Supt. Frazier had been consulted about the situation and the response was no. Supt. Frazier will be asked to see what can be done.

Carolyn also mentioned the need for additional crosswalks on Court Street or perhaps a relocation of ones already there due to pedestrians crossing at places other than where drivers are alerted by the crosswalks.

4. MAIN STREET PROJECT:

Mayor Hatheway stated that there is a pre-construction meeting scheduled for next Wednesday, the 27<sup>th</sup> at 2PM here at the Geneseo Building. That meeting will involve the contractor and the engineers for the project. There has been some concern about the project expressed by the merchants and the Board decided to hold a public informational meeting at 5PM on Monday, June 1, prior to the regularly scheduled Board meeting. The informational portion will last one hour and flyers announcing the meeting will be distributed to the merchants and home owners as well as an ad placed in the local papers.

5. MILLENNIUM DRIVE PROJECT:

David Woods stated that the project is on the May 27<sup>th</sup> Planning Board agenda. The County has requested that they be established as Lead Agency for the SEQR process and there was no objection to that designation by the Village Board. A meeting has been scheduled by David Woods for the parties involved for this week prior to the Planning Board meeting next week. David would like the Planning Board to consider giving subdivision approval at the meeting on the 27<sup>th</sup>. Everyone agreed that it is great that this connection between Millennium Drive and Volunteer Road is finally coming to fruition.

6. SUMMER FESTIVAL:

There was an impromptu meeting last week with Louise Wadsworth, Jason Frazier and Debby Lund from the Clerk's Office, Mayor Hatheway stated. The merchants through Grace McLaughlin, along with Louise and the Main Street intern are going to handle the vendors seeking a space on Main Street during the Festival. Those gathered also talked a little bit about what to do on Center Street as far as vendors etc. Supt. Frazier assured everyone that the Main Street project will be temporarily buttoned up for the festival.

7. EFFICIENCY PLAN:

Geneseo's (Village) Local Government Efficiency Plan has been submitted to the County, the Office of the State Comptroller and the NYS Division of Budget. Some other communities are going with the County also for shared services and other tax saving measures.

8. BOND ANTICIPATION NOTE (BAN) RENEWAL:

Bidding took place last Thursday for the \$125,000 BAN renewal for the Water Improvement Project (HR18). The winning bid, by Roosevelt & Cross Inc. came in at 1.30% and will close at the end of the month. Local banks bidding on the issue were Five Star Bank and Steuben Trust Company. The BAN will be paid off in May 2016.

9. ZBA HEARING:

A local chiropractor has purchased the yellow house at the corner of East South Street and Haley Avenue. They now have applied for a Zoning variance to construct an addition. The hearing will take place on June 2 at 4:30PM.

10. MISCELLANEOUS ITEMS:

A “Sale Pending” sign has appeared in front of 84 Avon Road (the former Balconi dealership). SUNY Geneseo has plans to lease the building prior to purchase for a small business development company as part of the Start Up NY program.

An *Informational Notice* was received today from the Federal Communications Commission regarding an antenna upgrade project atop the Brodie Hall Building on Campus. The applicant is T-Mobile USA, Inc. Discussion followed.

Mayor Hatheway stated that he was contacted by George Stooks, AVP for Facilities & Planning at the College with regard to ‘burning’ the new stadium lights. The lights have been turned on during the day recently to meet the commissioning requirements for the system. However, tomorrow, May 19<sup>th</sup>, the lights will be operating from early evening to midnight for testing purposes as they measure for appropriate lighting levels at the field surfaces.

A letter was received today from Livingston County Economic Director Julie Marshall along with a renewal memorandum of understanding for the Downtown Partnership Program. The renewal period is June 1, 2015 to May 31, 2016.

11. PUBLIC SAFETY:

Police: Chief Osganian sent a memo along with Officer Szczesniak’s retirement announcement effective June 8. Officer Szczesniak has been with the Department since June 1993. Chief Osganian would like to fill the vacancy with Officer Travis Lana. Travis currently works for the Department (since April 2013) part-time and is Civil Service eligible. Along with that request, Chief Osganian would like to remove part-time Officer Dylan DiPasquale from the Civil Service list so that he would be able to work more hours with GPD. Following review of the request, Deputy Mayor Brennan moved to appoint Travis Lana to the full-time position vacated by Officer Szczesniak’s retirement effective June 9 and to reserve the opportunity to hire a part-time officer to fill Officer Lana’s position in the future. Trustee Wilcox seconded the motion and all were in favor.

Chief Osganian’s second request was to obtain a current Civil Service list from the County Personnel office in order to appoint Dylan DiPasquale from that list enabling Dylan to work more than twenty hours per week. Dylan understands there is no guarantee of full-time employment or any benefits of the employee contract or any further benefit of any agreement other than being taken off the civil service list. Deputy Mayor Brennan so moved and Trustee Duff seconded the motion and all were in favor. The Board expressed their thanks to Officer Szczesniak for his 22 years of service and wished him well in future endeavors.

Trustee Gajewski noted that some of the members of the Fire Department helped out with recent flooding in Avon.

Fire Department Long range plans: Trustee Gajewski reported that he and Mayor Hatheway met with Chief Chanler and Commissioner Parent to talk about equipment needs. They plan to make large purchases in the near future including a ladder truck and a new pumper. The current ladder truck was purchased used in 2005 and is a 1989 model. The hope is to get 3-8 more years with that piece of equipment; however, Chief

Chanler would like to sell the truck before it needs major repairs and perhaps purchase another used vehicle (in the range of \$200,000) as new ladder trucks typically run over a million dollars.

The other truck that they are looking at is one of the pumpers purchased new in 1990. The vehicle has a two to three year life expectancy left. It is the second truck out of the firehouse, being used for most calls. Buying a used truck would not be worth it and a new model typically costs on the order of \$500,000.

These are major capital expenses on the horizon. Mayor Hatheway stated that the Board would take this under consideration and ask the Department for a little bit of time to look at alternatives. Once the Chief has been given the go ahead, it generally takes 12-18 months before a pumper is delivered. Reserve funds have been set aside for this purpose, but unfortunately do not accumulate as fast as ambulance funds. Currently there is \$340,000 on hand.

## 12. PUBLIC WORKS:

Trustee Duff moved to adopt the following resolution: **RESOLVED:** that the Board of Trustees of the Village of Geneseo hereby authorizes the expenditure of up to \$143,000 for the purchase of DPW equipment including a skid steer loader, a six wheel dump truck, a trailer and a snow blower attachment. Such expenditures will be from the General Fund Equipment Reserve Fund. Trustee Gajewski seconded the motion and all were in favor.

A tree was lost on Oak Street due to a recent wind storm. It was also noted that the flower pots have been placed and the fountain has been turned on for the summer season.

As for water/sewer, Trustee Wilcox talked to Supt. McTarnaghan this morning and crews are putting siding on the garage by the water tank, a task that should be finished this week. Both the water treatment facility and the wastewater treatment facility are running great.

## 13. TRUSTEES:

Deputy Mayor Brennan: nothing further

Trustee Duff: nothing further

Trustee Gajewski: nothing further

Trustee Wilcox: Bob reported that the Healthy Campus Community Coalition would like to see the Village and College take another look at the Compact that was adopted a few years ago. With regard to Tourism, Bob reported that Jim Whitehead now co-chairs the committee with Arleen Somerville.

## 14. CLERK/TREASURER'S REPORT:

The April Treasurer's report was distributed to the Board. Mayor Hatheway reminded the Board members that today's meeting will be recessed until next Thursday (May 28<sup>th</sup>) at 3PM to pay end-of-year bills. After that process, perhaps the Board members can stay for a work session when Deputy Mayor Brennan will bring everyone up to date on Code changes that are being proposed.

Following the close of the public hearing, Trustee Gajewski moved to approve the sewer unit rate change from \$55 per quarter to \$60 effective with the August billing. Deputy Mayor Brennan 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.

## 15. EXECUTIVE SESSION- PERSONNEL ISSUES:

Trustee Wilcox moved to enter into executive session at 6:15PM to discuss a matter pertaining to a specific employee and/or department. Deputy Mayor Brennan seconded the motion and all were in favor.

Trustee Wilcox moved to come out of executive session at 7:09PM with second from Trustee Duff and all were in favor. No official action was taken during the session.

16. MEETING RECESS:

With no further business to discuss, Trustee Duff moved to recess the meeting until May 28<sup>th</sup> at 3:00PM to pay end of fiscal year bills and any other business that may come before the Board. Trustee Wilcox seconded and all were in favor. The meeting recessed at 7:10PM.

Marsha B. Merrick, Village Clerk

May 28, 2015

The recessed May 18<sup>th</sup> meeting was reconvened at 3:00PM on May 28, 2015 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

17. MEETING OPEN:

Mayor Hatheway reconvened the meeting at 3:00PM.

18. BUDGET TRANSFERS AND VOUCHERS:

The following budget transfers were reviewed and discussed. It was noted that the transfers all seem to be within budget categories and that is excellent. Deputy Mayor Brennan moved approval of the General Fund transfers with second from Trustee Gajewski. All were in favor.

**General Fund**

<u>From Account #</u>	<u>To Account #</u>	<u>Amount</u>
A1620.22 Building Projects	Land & Buildings Reserve A231L	\$20,000
A3410.20R Fire Equipment to Reserve	Fire Equipment Reserve A231F	\$50,780
Ambulance Fund Balance	General Fund Balance (Debt Service)	\$50,000
A1620.4 Buildings Contractual	A1010.4 Board Miscellaneous	\$36
“	A1325.47 Clerk/Treas. Miscellaneous	\$372
“	A1420.4 Law Contractual	\$960
“	A1460.4 Records Mgt. Contractual	\$15
A3120.21 Police Radios	A3120.41 Police Vehicle Maintenance	\$862
“	A3120.44 Police Training	\$62
“	A3120.46 Police Uniform Cleaning	\$40
“	A3120.48 Police Misc. Supplies	\$285

A3120.45 Police Phones	A3120.42 Police Gas & Oil	\$1,161
A3120.47 Police Computer Support	“	\$723
A4540.451 Ambulance Overpayments	A4540.21 Ambulance Equipment	\$2,097
“	A4540.41 Ambulance Communications	\$1,464
“	A4540.45 Med-Ex Amb. Billing fees	\$1,976
“	A4540.452 ALS/EMS Payments	\$5,149
“	A4540.46 Ambulance Miscellaneous	\$2,459
“	A4540.48 Ambulance Training	\$1,267
A5182.4 Street Lighting	A5142.4 Snow Removal	\$1,297
A8010.4 Zoning Contractual	A8010.1 Zoning Personal Service	\$679
A8989.4 Joint Code Enforcement	A8020.1 Planning Personal Service	\$209
“	A8020.4 Planning Contractual	\$68
A5142.1 Snow Removal Personal Service	A5110.1 Street Dept. Personal Service	\$1,256
A5410.1 Sidewalks Personal Service	“	\$9,900
A8160.1 Refuse Removal Personal Service	“	\$8,800

The following Water Fund transfers were reviewed and discussed. Deputy Mayor Brennan moved to approve the budget transfers with second from Trustee Gajewski. All were in favor.

**Water Fund**

<u>From Account #</u>	<u>To Account #</u>	<u>Amount</u>
F8320.20R Source of Supply Media Replacem.	F231P Reserve for future projects	\$15,000
F8340.22 Transmission/Distribution Proj.	F231L Reserve for Line projects	\$33,899
F8320.22 Source of Supply Projects	F231P Reserve for future projects	\$20,900
F8330.22 Purification Projects	“	\$3,200
F9730.6 BAN Principal Payment	HR18-Water Improvement Project	\$125,000
F9730.7 BAN Interest Payment	“	\$3,124.99
F1325.42 Clerk/Treasurer Postage	F1325.43 Clerk/Treas. Computer Support	\$40
“	F1325.47 Clerk/Treas. Miscellaneous	\$373
F8320.4 Source of Supply Contractual	F8310.4 Administration Contractual	\$1,350
“	F8340.4 Transmission/Distribution Cont.	\$8,800
F9901.9 Transfers to other funds	A5031 General Fund (Code & Debt Service)	\$40,000

The following Sewer Fund budget transfers were reviewed by the Board members. Following that review, Deputy Mayor Brennan moved to approve the transfers with second from Trustee Gajewski. All were in favor.

**Sewer Fund**

<u>From Account #</u>	<u>To Account #</u>	<u>Amount</u>
G599 Fund Balance	G9950.98 Transfer to HR19 Main St. Project	\$50,000
“	G8120.1 Sanitary Sewers Pers. Service	\$5,000
“	G8130.1 WWTP Personal Service	\$10,000
G1325.1 Clerk/Treasurer Personal Service	G1325.45 Clerk/Treas. Payroll Processing	\$275
G1325.42 Clerk/Treasurer Postage	G1325.47 Clerk/Treas. Miscellaneous	\$420
G1640.4 Central Garage Contractual	G1440.4 Engineering	\$206
G8120.4 Sanitary Sewers Contractual	G8130.21 WWTP Equipment	\$28
“	G8130.22 WWTP Projects	\$368

G9060.8 Medical and Dental Insurance	G8130.4 WWTP Contractual	\$3,900
G8110.4 Sewer Administration Contractual	“	\$656
G9901.9 Transfers to other funds	A5031 General Fund (Code & Debt Service)	\$40,000

Following review by Deputy Mayor Brennan, voucher numbers 963-1080 (for general, water, and sewer funds) were presented for approval. After discussion, Deputy Mayor Brennan moved and Trustee Gajewski seconded the motion to approve general fund vouchers for \$185,666.85. 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 water fund vouchers for \$122,049.75. 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 sewer fund vouchers for \$58,253.37. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Gajewski-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

HR-18 Water Improvement vouchers in the amount of \$254,197.49 (including a BAN payment) were presented for payment. Deputy Mayor Brennan moved to pay the vouchers with second from Trustee Duff. All were in favor.

HR-19 Main Street project vouchers in the amount of \$8,807.02 were presented for payment. Deputy Mayor Brennan moved to pay the vouchers with second from Trustee Wilcox. All were in favor.

HR-12 Geneseo Building project vouchers in the amount of \$5,241.06 were presented for payment. Deputy Mayor Brennan moved to pay the vouchers with second from Trustee Wilcox. All were in favor.

A Debt Service Fund (V) voucher in the amount of \$30,413.09 was presented for payment. Deputy Mayor Brennan moved to pay the vouchers with second from Trustee Wilcox. All were in favor.

19. ODYSSEY OF THE MIND:

Mayor Hatheway received a phone call asking for the Village to place an ad in a souvenir program for the Odyssey of the Mind. Trustee Wilcox stated that the competition has been completed and Geneseo Central School did very well. He suggested contacting a couple of different folks connected with the program to see if the request was legit.

20. PUBLIC PARKING SIGN:

Mayor Hatheway received a call from a local merchant asking that the public parking directional sign be placed back at the entrance to the lot between the Funeral Home and the building owned by Joseph Bucci and Gregory O’Connell on Main Street. Following discussion, the Board consensus was to replace the sign that was taken down due to wind damage with perhaps a universal “P” for parking sign.

21. SIGN GRANTS:

Two signs were approved by the Planning Board on May 28<sup>th</sup> and Deputy Mayor Brennan brought them before the Village Board to consider sign grants. One is for Shakti Yoga, Angela Caplan. The sign will be placed on the building at 2 School Street (former Sundance Textbooks). The total sign cost is \$735 and the amount of sign grant funds requested is \$367.50. Deputy Mayor Brennan moved approval of the sign grant with second from Trustee Duff. All were in favor.

The second sign is for The Cuttery, Peg McCormick at 109 Main Street. The total sign cost is \$700 and the amount of sign grant funds requested is \$350. Deputy Mayor Brennan moved approval of the sign grant with second from Trustee Wilcox. All were in favor.

22. MAIN STREET CONSTRUCTION PROJECT:

The Board discussed the upcoming informational presentation scheduled for Monday, June 1 at 5PM. The presentation has been advertised in the local papers and flyers have been distributed to merchants and residents as well. The tentative start date for the project is June 7 and the duration is 75 days. The County recently approved the water line easement on their property.

23. CODE CHANGES:

Deputy Mayor Brennan gave the Board an overview of the Code changes recently compiled by David Woods, Sandy, Clerk Mack and assistance from Code Officer O’Keefe.

- Site plan review and approval: The goal is to spell out the fee process and include an application fee. All fees will be paid before final approval is given.
- Parking spaces for apartments: The goal is to change the Code to require one parking space per sleeping unit. Discussion followed with regard to whether this will apply to all new construction or perhaps new regulations in place as properties change owners.
- Portable signs: New regulations for portable signs are being considered.
- Solar Farm regulations: Clerk Mack has obtained sample legislation to consider.
- Miscellaneous items: Other sections of the Code need to be refined a bit and some of those “housekeeping” things are being considered.
- Parking on the grass: Mayor Hatheway mentioned that a resident called and is concerned with the Code as it addresses vehicles being parked on the grass. Apparently the Code reads that it is all right if the vehicle is not directly in front of the house. That section of Code should be reviewed also.

Deputy Mayor Brennan attended the Planning Board meeting yesterday with regard to the Millennium Drive extension. She reported that the Planning Board did give conceptual approval for the transfer of property from Mr. O’Connell to the County for this purpose. The Director of Environmental Health, Mark Grovanz, is serving as the County’s engineer on the project and he explained why they did not choose the plan that Supt. Frazier supported. Most were in favor of the offset plan which will be more cost effective in the long run.

24. MEETING CLOSE:

With no further business to discuss, Trustee Duff moved to adjourn the meeting with second from Deputy Mayor Brennan. The motion carried unanimously and the meeting adjourned at 3:55PM.

Marsha B. Merrick, Village Clerk