

Village of Honeoye Falls  
Board of Trustees  
November 20, 2017

**REGULAR MEETING:** The Regular Meeting of the Village of Honeoye Falls Board of Trustees was called to order by Mayor Milne at 7:00 p.m. with the Pledge.

**TRUSTEES PRESENT:** Trustee Stottler, Trustee Alfieri, Trustee Worboys,

**TRUSTEE ABSENT:** Trustee Pavelsky

**STUDENT REPRESENTATIVE NOMINEE:** David O'Connell

**ALSO PRESENT:** Chief Ed Sheidlower, David Ford DPW Superintendent, Brian Anderson Village Manager, Mike Tobin Village Attorney, Chief Hansen, Julie and Dan Holtje, John and Diane Hagreen, Danny Bassette, Richard, Stephanie and Jerad Kuhn, Walter Scott, John Polito, Natalie Northrup, Ann Bailey

**RESOLUTION**

Student Representative

To approve the appointment of David O'Connell as Village of Honeoye Falls, Board of Trustees, Student Representative

**MINUTES:**

Motion by Trustee Worboys, seconded by Trustee Alfieri to approve Village Board Meeting Minutes of October 16, 2017. Motion carried.

**ABSTRACT No. 6**

Motion by Trustee Alfieri seconded by Trustee Worboys that upon an audit of Abstract No. 6 of 2017 that approval be given for payment of the General Fund, including the Sewer Fund in the amount of \$203,251.27 Voucher numbers #145487-145494 #145503-145578. General Fund in the amount of \$167,469.33 Sewer Fund in the amount of \$35781.94, Motion carried.

**RECOGNITION OF  
CITIZENS**

None.

## Mayors Report

November 2017

- Jack Kelley – SOLVER Movie Update: Saturday – January, 6<sup>th</sup>2018 - Special showing of Movie. This will be geared towards our residents and will be in one of the school auditoriums. The plan is to have media present and actually sell tickets and be a fund-raiser for the Village. I'm working directly with Jack Kelley on this. Jack will be in the Rochester area and in NY promoting the film and all is going well for him in this process.
- The HFFD Annual Christmas/Holiday parade – December 10<sup>th</sup> – HFFD asking for \$500.00 / support. I personally support this, but would ask the name be changed moving forward to the (Village of Honeoye Falls – Honeoye falls Fire Department Annual Christmas Parade)
- Kudos to Dave and team for annual leaf pick-up. Another difficult weather year with many leaves still on trees. I'd suggest a posting to residents about late pick-ups etc. so we don't have plowing issues again. Do we need to schedule a spring pick up moving forward?

Thank you for serving your community.  
Rick Milne, Mayor – Honeoye Falls

## TRUSTEE REPORTS

Trustee Stottler: Historical Society Holiday Social is 12/7/2017 @ 6:30. Trustee Stottler inquired about the blasting noise that is heard periodically throughout the Village. It was explained that it its coming from Hansen Gravel. Trustee Stottler will be out of town for two weeks after thanksgiving.

Trustee Alfieri: December 4, is the HFFD appreciation dinner. Trustee Alfieri will not be able to attend, as Mayor Milne will not be available also. Trustee Alfieri will be out of town from the 11/29-12/4

Trustee Worboys: No report

## Administrators Report

November 20<sup>th</sup>, 2017

- The 2018 Fire Protection contract has been signed and returned from the Town of Mendon.
- The 3<sup>rd</sup> party billing open collection accounts list has been returned to Medex and is being sent to CAC.
- Ambulance part time supervisor position discussion.
- Tree Board/tree ordinance – The conservation Board has been researching tree ordinance information as part of the Tree City USA program. The program along with Tree Board and ordinance can assist the Village with long term management of our street and public trees.

### DPW REPORT November 2017

- Leaf season is here, crew is very busy
- Christmas trees and lights will go up the 22<sup>nd</sup>
- All snow plowing equipment is ready
- Had our Annual snow and ice lunch meeting
- UV System is now complete, turned off till spring
- Military banners are down/stored
- Ambulance lighting update
- Generator replacement at WWTP

### CLERKS REPORT

Sales tax came in at \$ 195, 381. 96. We had our annual year-end review with Tom Laufer from Ray Wagers office which went great. Very positive. I met with Jeff Joseph regarding a Cyber insurance policy, that we may want to include in next years budget.

### VILLAGE OF HONEOYE FALLS

**Michael J. Tobin, Village Attorney**

#### OCTOBER-2017- Legal Services

DATE	DESCRIPTION	TIME/HRS.
10/2/2017	PREPARE FOR PLANNING BOARD MEETING, REVIEW MS. MEISENZAHL'S APPLICATION, DRAFT POSITIVE DECLARATION, TALK WITH MS. MEISENZAHL ABOUT APPLICATION, REVIEW AND DISCUSS WITH MS. SZLOSEK AGENDA ITEMS AND VOTE BY EMAIL, AND DISCUSS MEISENZAHL APPLICATION; ATTEND PLANNING BOARD MEETING.	4.4
10/3/2017	FOLLOW UP TO PLANNING BOARD MEETING AND LETTER TO MS. MEISENZAHL REQUESTING AN ENVIRONMENTAL IMPACT STATEMENT.	1.0
10/4/2017	COMPLETE DRAFT OF LETTER TO MS. MEISENZAHL REGARDING DEIS FOR PROJECT APPLICATION.	1.2

10/4/2017	PREPARE FOR MEETING WITH MR. & MRS. KUHN, MAYOR, MR. CHATFIELD AND MR. ANDERSON REGARDING WATER PONDING AT HOME.	2.4
10/5/2017	REVIEW PAPERS REGARDING EPISCOPAL HOME, PETITION, ANSWER OF TOWN ETC.; PREPARE NEW ANSWER TO NEW PETITION BY EPISCOPAL HOME; REVIEW AND DISCUSS MATTER WITH CLERK AND MAYOR.	3.0
10/9/2017	REVIEW VILLAGE CODE AND SITE PLAN REVIEW PROCEDURE; REVIEW PROCEDURES OF OTHER MUNICIPALITIES.	1.5
10/10/2017	REVIEWING AND DISCUSSING WITH CHAIR SZLOSEK A SCOPING MEETING WORKSHOP FOR MEMBERS OF BOARD; DRAFT EMAIL TO BOARD MEMBERS FOR WORKSHOP MEETING.	1.0
10/12/2017	CONTINUE TO WORK ON SPECIAL MEETING FOR ENVIRONMENTAL REVIEW OF MEISENZ AHL APPLICATION; PREPARE FOR BOARD OF TRUSTEES MEETING INCLUDING DISCUSSING WITH CLERK, PREPARATION OF NOTICE FOR PUBLIC HEARING TO REPEAL PROCUREMENT POLICY AND LOCAL REVIEW MONROE COUNTY SHARED SERVICES PLAN.	2.5
10/17/2017	FOLLOW UP TO TRUSTEE MEETING; FINALIZE LOCAL LAW REPEALING CHAPTER 42 OF CODE; REVIEW NOTICE OF WORKSHOP MEETING AND APPROVE SAME FOR CLERK.	1.5
10/18/2017	WORK ON COORDINATING PLANNING BOARD MEETING FOR SCOPING PURPOSES OF MS. MEISENZ AHL APPLICATION, EMAIL TO DENISE AND CC TO MARY AND ANN; FINALIZE LOCAL LAW TO DELETE PROCUREMENT POLICY.	1.8
10/19/2017	REVIEW MEISENZ AHL FILE, MEMO TO CHAIR REGARDING SCOPING MEETING; DISCUSS WITH CHAIR.	.7
10/19/2017	REVIEW KUHN FILE, RESEARCH CASE LAW FROM CORNELL TO DETERMINE LIABILITY.	2.0
10/23/2017	EXTENSIVE REVIEW OF EASTON FILE INCLUDING MAPS, APPROVAL PROCESS, ETC.	2.0
10/24/2017	REVIEW AND DISCUSS DRAINAGE ISSUES WITH MAYOR; REVIEW AND DISCUSS MEISENZ AHL	1.3

	APPLICATION AND ENVIRONMENTAL REVIEW WITH ATTORNEY.	
10/25/2017	DISCUSSION WITH CHAIR SZLOSEK REGARDING MEETING WITH MUFFY AND MY DISCUSSION WITH ATTORNEY YOUNG.	.5
10/26/2017	EXTENSIVE DISCUSSION WITH MR. ANDERSON ABOUT A NUMBER OF MATTERS INCLUDING KUHN AND PINEBROOK DRAINAGE ISSUES, PRE-PLANNING BOARD MEETING, SCOPING MEETING; RESEARCH DRAINAGE ISSUES FOR ALL DRAINAGE IN VILLAGE.	2.5
10/30/2017	RESEARCH CONCERNING DRAINAGE ISSUES BETWEEN PROPERTY OWNERS; MEET WITH MAYOR, MR. ANDERSON AND MR. JOHNSON TO REVIEW AND DISCUSS KUHN AND PINEBROOK DRAINAGE ISSUES.	3.2
	<b>TOTAL HOURS</b>	<b>32.5</b>

## Building Department Report

October 2017

### Permits Issued

- 28 N Main Sign
- 33 Pride Generator
- 47 Papermill Fence
- 210 East Sign
- 67 Papermill Deck
- 28 Ontario Fence
- 69 Ontario Furnace
- 32 Norton Addition
- 82 Rodney Generator
- 21 Brigham Addition
- 67 Papermill Deck

### Certificate of Occupancy Issued

- 194 Ontario Addition

### Certificate of Compliance Issued

- 162 Ontario Interior renovate
- 88 East Porch
- 2 Rittenhouse Shed
- 32 East Porch
- 79 Maplewood Fence

- 181 Monroe Ramp
- 96 W Main Deck
- 9 Stonefield Fence
- 30 Stonefield Fence

### Complaints

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### New Business

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- Ken Tomazeski (KJT Group) has purchased 22 East Street. The 3 story red vacant building. He has no plans as yet other than to repair the roof and make basement level animal proof.
- 1/3 complete of fire safety inspections. This year all 1 year, 2 year and 3 year inspections are due. That's every commercial, multi family, restaurant and industrial building in the Village.

### Boards

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- Planning Board: Approved 21 Brigham rear addition; 65 Peer Street rear addition; Pending in November: 81 Ontario deck; Norton Street mini storage; 12 W Main tenant change; 14 Norton Street, new building;
- Zoning Board: No applications. Pending for November meeting 12 N. Main apartments on second floor.

### Permits

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Last permit issued in October was #74. Compared with last year at this time permit number was #54.

## EMERGENCY SERVICES

### Chief Hansen

HFFD is participating in the Red Cross Disaster Program, it will start in the spring and give away free smoke detectors in conjunction with the Boy Scouts. Each household can get up to three free detectors.

Squad is 90% done. Lightening Package talks for the new squad, will be presented at the next Board meeting

Quint, framework is done, we will repair it a little at a time. Also full report next month.

6263 Needs major repair, good condition now but down the road the road we will need to set up a better maintenance program.

6262 will have to go to Syracuse for repairs

## AMBULANCE

### Chief Sheidlower

This year's report show that the Ambulance handled 1100-1200 calls and logged 18,000-20,00 Volunteer hours.

Chief Shiedlower is interested in starting a High School program, possibly hook in with Pittsford Explorer program

The HFMVA hosted 3 Boy Scouts and Girl Scouts troops for tours of the facility. Jeff Joseph came to the facility to talk about insurance for the Volunteers.

## **OLD BUSINESS**

### **Discussion**

#### Zoning Meeting

The public zoning meeting on Nov. 1st was a small group but a good meeting with good dialogue. The next step will be to write a report and get a draft of the Zoning change and schedule a meeting in November

### **Discussion**

#### Curbside Composting

Natalie Northrup reported that NHS will take the survey on interest in Curbside Composting out to the community, she may also do Survey Monkey and will put it on Facebook and the Village Website. She will put an ad in the Sentinel so the community is aware of students going door to door. Mayor Milne would like them to go in teams. They will target the 2nd week in January to start surveying.

## **NEW BUSINESS:**

### **RESOLUTION.**

#### Budget Adjustment

Motion by Trustee Stottler, seconded by Trustee Alfieri to approve budget adjustments made by Deputy Clerk Treasurer Kerry Hoffman. Motion carried

### **RESOLUTION**

#### Transfer Revenue

Motion by Trustee Worboys seconded by Trustee Alfieri to approve the transfer of remaining revenue of 2016/2017 third party billing revenue (\$35,329.03) from unappropriated funds to Reserves in the amount of \$10,000 to Ambulance Equipment and \$25,329.03 to Ambulance Facility reserves. Motion Carried

**RESOLUTION**

HFMVA Volunteer  
Gregory McDonald

Motion by Trustee Stottler seconded by Trustee Alfieri to approve  
The application of Gregory McDonald as a Volunteer for the  
HFMVA Motion Carried.

**RESOLUTION**

GFLRPC Training

Motion by Trustee Stottler seconded by Trustee Worboys to  
approve attendance by Ann Bailey Planning Board member, to the  
GFLRPC training. Motion carried.

**RESOLUTION**

HFFD Volunteer  
Gutchess

Motion by Trustee Alfieri seconded by Trustee Worboys to  
approve the Volunteer application of Benjamin Gutchess to the  
HFFD. Motion Carried.

**RESOLUTION**

NYS Water  
Environment  
Association

Motion by Trustee Alfieri, seconded by Trustee Worboys  
To approve attendance for Todd Marble and Brian Anderson  
At the NY Water Environment Association training, Dec 8,  
Approx. \$100.00. Motion carried

**RESOLUTION**

HAP Living Nativity

Motion by Trustee Worboys seconded by Trustee Stottler  
To approve use of HAP for the Living Nativity on Dec 17,2017

**RESOLUTIONS**

HAP

Motion by Trustee Alfieri seconded by Trustee Worboys to  
approve use of Harry Allen Park Boys Scouts of American Troop  
10 Annual Christmas Tree Sale. Motion Carried.

## **PUBLIC HEARING PROCUREMENT POLICY**

Mayor Milne open the Public Hearing at 7:45. The Clerk read the notice.

### **VILLAGE OF HONEOYE FALLS NOTICE OF PUBLIC HEARING**

**PUBLIC NOTICE** is hereby given that there has been presented to the Board of Trustees of the Village of Honeoye Falls, on October 16, 2017, a local law which is proposed to delete and repeal Chapter 42 of the Village Code entitled Procurement Policy.

Therefore, pursuant to statute, the Board of Trustees of the Village of Honeoye Falls will hold a Public Hearing on the local law at the Village Hall, 5 East Street, Honeoye Falls, New York at 7:45 PM on November 20, 2017, at which time all persons interested will be heard. Copies of the proposed local law can be obtained and reviewed at the Village Office.

Dated: October 16, 2017

Public Comment: None

Motion by Trustee Alfieri, seconded by Trustee Stottler

#### **LOCAL LAW TO REPEAL A CHAPTER OF THE VILLAGE CODE OF HONEOYE FALLS**

LOCAL LAW NO. 4

A LOCAL LAW TO AMEND the Code of the Village of Honeoye Falls, Chapter 42 thereof, entitled Procurement Policy, by deleting and repealing Chapter 42, entitled Procurement Policy from the Code.

Be it enacted by the Board of Trustees of the Village of Honeoye Falls, as follows:

Section 1.

The Code of the Village of Honeoye Falls is hereby amended by deleting and repealing Chapter 42, entitled Procurement Policy from the Code of the Village of Honeoye Falls.

## Section 2. Effective date.

This local law shall become effective upon filing with the Secretary of State.

**RESOLUTION**

## Training

Motion by Trustee Alfieri, seconded by Trustee Stottler to approve/support Melissa Luft's attendance at a training for Fire Code/Inspection/permitting practices. Motion carried.

**RESOLUTION**

## On-line Banking

Motion by Trustee Stottler, seconded by Trustee Worboys To approve the on line banking policy. Motion carried. See attached.

**RESOLUTION**

## Village Holidays

Motion by Trustee Alfieri seconded by Trustee Stottler To approve the 2018 Village Holidays. Motion carried. A Suggestion was made to amend the First two Board meetings of the year to the next day (third Tuesday) to accommodate for the Martin Luther King day and President's Day

**DISCUSSION****Mr/Mrs Kuhn****175 Monroe Street**

Mayor Milne granted Stephanie Kuhn's request to address the Board concerning flooding and drainage issues at her property. Mrs. Kuhn noted, among other things; the size and placement of culvert at 167 Monroe Street was not what was approved on the original plans; she questioned the Planning Board process at the time of approval; there was a lack of storm water management plans for more recent construction at 167 Monroe Street; Mrs. Kuhn questioned the process for issuance of the Certificate of Occupancy. Ms. Holtje also spoke alleging that the work on the culvert was in violation of the building permit and the construction was nothing like what was approved and would like a violation of code issued for the matter.

**Adjourn**

Motion by Trustee Worboys, seconded by Trustee Alfieri to adjourn public meeting at 8:35, and move into Executive Session. Motion carried.

**Adjourn****Executive Session**

Motion to close Executive session by Trustee Alfieri seconded by Trustee Stottler at 11:00p. Motion carried.

**Public Meeting**

Motion by Trustee Alfieri seconded by Trustee Worboys to open Public Meeting at 11:01. Motion Carried.

**Discussion**

Discussion ensued regarding merit raises for employees. Each employee was reviewed and awarded a merit raise individually. All increases were added to employee files.

**Adjourn**

Motion by trustee Worboys seconded by Trustee Stottler to sdjourn meeting at 11:07

Respectfully submitted,

Gina Hurley