

**Village Board  
Approved Meeting Minutes  
January 3, 2023**

Present: Trustees, Fowler, Farrell, Speer, Zabelny  
Village Manager Shari Wilson- Pearce  
Treasurer Maryalice Edwards  
Code Enforcement Officer Mark Mazzucco  
Deputy Clerk Amy Harter  
DPW Superintendent Jeff Pearce  
Asst. Superintendent Chad McManus

Absent: Mayor Lee

Guests: Tom Venniro, Debra Hebing, Ignatio Ladelfa, Don Stuhler, Hart Thomas

Vice Mayor Fowler called the meeting to order at 5 p.m. with the Pledge of Allegiance and a moment of silence. The meeting was held in the Board Room and was available on Zoom.

**Recreation Department**

Tom Venniro reported the Hilton Holiday Celebration Event on Main Street on December 10<sup>th</sup> was heavily attended. Tom estimated 1,000 people took part in the event.

New Employee: George Kimball will begin employment Recreation office on January 9<sup>th</sup>.

Refuse: Tom is seeking a new refuse hauler for the Town Park; their service has been unreliable. Tom will review the Village fee schedule and compare costs to other haulers and Jeff Pearce will determine the collection days.

## **Code Enforcement**

RV Storage: Mark Mazzucco reported there is a resident that does not want to comply with the RV storage policy. Mark informed the resident that he may apply for a variance to allow storage of the RV or the matter will go to court as of January 28, 2023. Mark will keep the board updated on this situation.

Winter Storm: Mark reported he received three calls from the storm that passed through our area from December 23 through December 25<sup>th</sup>. Two issues were taken care of. One call from Hilton East Residential Home is being handled by New York State.

53 Underwood Avenue: Vice Mayor Fowler asked for an update on the property. This property has been vacant since fall of 2021 and is uninhabitable. The property owner passed away and the family has not shown interest in taking over ownership. Mark stated he monitors the property monthly. Shari Pearce stated it could take several months for the Village to receive the title to the property - if ever. She will follow up with Larry Schwind. Mark's time will be billed to the property account for his inspections.

## **Treasurer's Report**

**Resolution** to renew CD with Canandaigua National Bank at an interest rate of 4%. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried 4-0.

## **Superintendent**

**Resolution** to increase the wages of DPW employee Kevin Burritt, \$1.75 per hour according to the 2023 wage scale. Motion made by Trustee Farrell seconded by Trustee Speer. Carried 4-0.

**Resolution** - to increase the wages of DPW employee Scott Deutsch, \$1.75 per hour according to the 2023 wage scale. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

South Avenue Water Main: Shari Pearce reported she received information from MRB Group that a survey to design the necessary water main repair will cost \$7200. A full-scale proposal is expected to be ready in February. Jeff Pearce explained the repair options, which is estimated to cost approximately \$200,000. Shari will be seeking grant money for the repair, if she is successful, the grant will likely be a reimbursement. Costs will need to be taken from the contingency fund or ARPA because the water account is an in and out fund.

**Resolution** to authorize the expenditure of \$7200 to create a proposal for the water main repair, to be taken from the contingency fund. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

Water main breaks: Jeff reported there have been repairs made on Rolling Meadow Drive, another on Overlook Drive on Christmas Eve. There is also a break in the vicinity of 170 Lake Avenue, this will be repaired next week.

315 Parma View Drive: Debra Hebing noted the water has an odor of sulfur. Jeff will investigate.

## Managers' Report

Grant Award: Shari reported she was just informed that the Village has been awarded the Smart Growth Community Planning and Zoning Grant by New York State Department of State 2022-2023 Environmental Protection Fund in the amount of \$46,800. This will be used to update the Zoning Code based upon the new Comprehensive Plan. The board budgeted \$30,000 for this project. Shari expects to begin the process for a Request for Proposal in the spring.

Narcan Training: Monroe County Department of Health is offering training to Village employees to administer Narcan in the event of a drug overdose. Narcan will be provided to be kept at the Community Center and in Village owned vehicles, only those trained can administer it. Shari will offer training to the Recreation Department as well.

Legal fees: Shari met with Jim Roose to discuss the legal invoices for the land purchase of 165 Collamer Road in Parma. The bills will be split evenly between the Village and Town.

Sewer easement: The agreement will be signed and filed with the county clerk.

EV Charging units: Shari noted the board agreed to offer free electric for one year at the Hovey Square location, which opened in November 2021. The board is in agreement to begin charging users for this service as of June 1<sup>st</sup>. Shari will create the necessary fees for the board's approval.

NYCOM: Shari Pearce is seeking authorization to attend the Winter Legislative meeting in February, Maryalice Edwards would also like to attend.

**Resolution** to authorize the Village Manager and Treasurer to attend the NYCOM Winter Legislative meeting February 5<sup>th</sup> – 7<sup>th</sup> in Albany. This is a budget item. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried 4-0.

Budget meetings: Shari is recommending setting the dates for the budget meetings in March. The board agreed to schedule them for Thursday, March 16<sup>th</sup> and Monday, March 20<sup>th</sup>.

**Resolution** to authorize the use of Village streets Thursday, July 13<sup>th</sup> at 7:00 pm for the Grand Parade for the Hilton Fire Department. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried 4-0.

**Resolution** to authorize the use of Village streets Saturday, July 15<sup>th</sup> at 11:45 am for the Kiddie Parade for the Hilton Fire Department. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried 4-0.

**Resolution** to authorize the Village Manager to advertise March 16<sup>th</sup> and March 20<sup>th</sup> for the purpose of discussion of the village budget. The public hearing will be held April 5<sup>th</sup> to approve the budget. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried 4-0.

Hilton Apple Fest: The committee has requested use of the Community Center building and grounds September 27<sup>th</sup> through October 1<sup>st</sup> for their annual event to be held September 30<sup>th</sup> – October 1<sup>st</sup>. This includes three days prior to set up. Trustee Farrell noted closing the parking lot to all traffic on the Wednesday prior has proven to be a disruption to the regular business of the Community Center, especially to the Senior Center and childcare families for the past few

years. She is not in favor of closing the parking lot that early in the week as to lessen the inconvenience and suggests closing September 28<sup>th</sup> through October 1<sup>st</sup>.

**Resolution** to allow the use of the Community Center building and grounds from September 28<sup>th</sup> through October 1<sup>st</sup> for the annual Hiton Apple Fest. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried 4-0.

**Resolution** to authorize the use of Village owned property located at 135 South Avenue September 30<sup>th</sup> and October 1<sup>st</sup> for the purpose of busing the festival attendees to and from the Community Center. Motion made by Trustee Speer, seconded by Trustee Farrell. Carried 4-0.

Ambulance meeting: A meeting is scheduled for February 13th to discuss Monroe Ambulance's response times. The committee consists of two Village Board members, Village Administration, Town Board members and representatives of the Fire Department. Trustee Speer wants the meeting to be open to the public because he would like to attend. Trustee Zabelny said this is a highly charged topic and prefers to keep the meeting to the necessary personnel at this point. The information will be made public after each meeting. Mark Mazzucco attends the Fire District Commission meetings, he stated he will confirm that Department representatives will be in attendance. He will also be placing the items of discussion on his monthly report.

### **Public Hearing**

Vice Mayor Fowler opened the Public Hearing at 6:08 p.m. to consider Local Law 1, 2023 to permit parking from 1, 7, 9, 11, 13, 15 on Archer Drive and 285 Applewood Lane.

Public Comments:

Hart Thomas, 9 Archer Drive stated he appreciates the board efforts to address situation for the neighborhood.

Don Stuhler, 3 Archer Drive, stated he agrees with allowing parking in the area. He noted drivers on Archer Drive go to fast.

Debbie Hebing, 315 Parma View Drive stated she agrees with additional parking for the neighborhood.

With all persons heard, Vice Mayor Fowler closed the Public Hearing at 6:12 p.m.

Monroe County Planning and Developments review of the Local Law have not yet been received. Due to the nature of the application, it will likely be returned to the Village as a local matter.

**Resolution** to approve Local Law 1, 2023 pending the review and approval from Monroe County Planning and Development, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

Vice Mayor Fowler opened the Public Hearing at 6:12 p.m. to consider Local Law 2, 2023 to add two stop signs at Archer Drive and Verney Drive. One to be placed west bound, one to be placed east bound.

Public Comments:

There was no opposition from the public, Vice Mayor Fowler closed the Public Hearing at 6:13 p.m. Due to the nature of the application, it will likely be returned to the Village as a local matter.

**Resolution** to approve Local Law 2, 2023 pending the review and approval from Monroe County Planning and Development, motion made by Trustee Speer, seconded by Trustee Farrell. Carried 4-0.

**Public Forum**

Vice Mayor Fowler opened the Public Forum for comments.

Closed public forum at 6:21 p.m.

**Minutes**

**Resolution** to approve the minutes of December 6, 2022 as submitted. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried 4-0.

**Vouchers**

**Resolution** to approve the vouchers with the following additions: \$670.85 RGE, \$1,202.50 MRB, \$343.77 Home Depot, \$1,544.72 Carrie Fracassi, \$654.12 Parmenter, \$2,720.00 Northeastern Elec, \$463.02 Regional Dis, \$1,388.00 Tri Delta, \$129.49 Hiscock Fish, \$17.82 Jackson Welding, \$84.46 WB Mason

Prepaid	\$9,935.70
TA	\$31,417.10
General	\$43,483.00
Water	\$50,209.05
sewer	<u>\$379.64</u>
Total	\$135,424.49

**Adjournment**

There being no further business, motion made by Trustee Speer, seconded by Trustee Farrell to adjourn the meeting at 6:25 p.m. Carried 4-0.

Respectfully submitted,

Amy Harter  
Deputy Clerk