

**Village Board Workshop Meeting
November 18, 2015
Minutes**

BOARD MEMBERS PRESENT

Gary Penders, Mayor
Carol J. Nellis-Ewell, Trustee
Charles Hopson, Trustee
Ray Kuntz, Trustee

BOARD MEMBERS ABSENT

David Wohlers, Trustee

OTHERS PRESENT

Craig Byham, Luther Jacobs Way
Rich McQuilkin, Code Enforcement Officer
Eric Stowe, Village Attorney
Jacqueline Sullivan, Village Clerk
Tom West, DPW Superintendent
David Willard, MRB Group

Mayor Penders called the meeting to order at 4:30 p.m.

Building Inspection/Code Enforcement - (4:30 p.m.) – P. Smith & R. McQuilkin

Code Enforcement Officer McQuilkin reviewed his monthly activity report including C of O inspections of Grandpa Sam’s Restaurant, Pontillo’s Pizza and Eagle Star Housing; re-inspections of the White Church, Café Macchiotto, Schultz Associates and Bare. Research was completed on several upcoming projects; responded to neighbor complaints, multiple trailers, illegal sign, unregistered vehicle and attended the Monroe County Fire Marshals meeting.

Attorney – (5:00 p.m.) – E. Stowe

Attorney Stowe informed the Board that work continues on obtaining the easement values for the properties on Coleman Avenue and Prospect Street. Research continues on pending litigation.

Engineering – (5:30 p.m.) – D. Willard

Mr. Willard reviewed the attached letter regarding the additional sewer units to be added to the Village sewer system from the Canal Place Apartments to be located on Canal Road in the Town of Ogden.

General Discussion

Resolution 71 11/2015

Introduced by: Mayor Penders
Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves Mr. Michael LoPresti; Ogden Center Development Corp.’s application to allow 16 additional out of village sewer units to be added to the Village of Spencerport’s sewer system. Approval of this application is contingent upon the applicant addressing the attached recommended comments from the Village Engineer, David Willard, MRB Group prior to construction of the project.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye

David Wohlers, Trustee Absent
Gary Penders, Mayor Aye

Resolution 72 11/2015

Introduced by: Mayor Penders
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Canal Landing Subdivision Statement #1 for Letter of Credit Reduction for Work Completed in the amount of \$29,794.65 leaving a remainder of \$43,550.00 in the Letter of Credit.

Vote of the Board: Carol J. Nellis-Ewell, Trustee Aye
Charles R. Hopson, Trustee Aye
Ray Kuntz, Trustee Aye
David Wohlers, Trustee Absent
Gary Penders, Mayor Aye

Resolution 73 11/2015

Introduced by: Mayor Penders
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the request from Boy Scout Troop 92 for an extension of time for the placement of their trailer to be located in Firemen's Field from November 21st – December 31st, 2015.

Vote of the Board: Carol J. Nellis-Ewell, Trustee Aye
Charles R. Hopson, Trustee Aye
Ray Kuntz, Trustee Aye
David Wohlers, Trustee Absent
Gary Penders, Mayor Aye

Resolution 74 11/2015

Introduced by: Mayor Penders
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Village Clerk to advertise in the Suburban News, Craig's List and Village Website the position of Village Treasurer to replace Treasurer Kimbler upon her retirement.

Vote of the Board: Carol J. Nellis-Ewell, Trustee Aye
Charles R. Hopson, Trustee Aye
Ray Kuntz, Trustee Aye
David Wohlers, Trustee Absent
Gary Penders, Mayor Aye

Treasurer Kimbler led a discussion regarding the upcoming 2016/2017 Budget and strategic planning associated with budget development.

A motion was made by Mayor Penders, seconded by Trustee Kuntz and carried that the workshop meeting be adjourned at 6:10 p.m.

November 18, 2015

Mayor Gary Penders
Village of Spencerport
27 West Avenue
Spencerport, New York 14559

**RE: CANAL ROAD APARTMENTS – VILLAGE SEWER CONNECTION
MRB PROJECT NO. 1980.13001.000**

Dear Mayor:

MRB Group has completed a review of the submitted Utility Plan for a sanitary sewer connection from the Town of Ogden, Canal Place Apartments to the Village of Spencerport Sanitary Sewer Collection System. We offer the following comments for the Village Board's consideration, and it is recommended these comments be addressed and revised plans are submitted by the developer prior to construction:

1. Please change the existing manhole connection detail to depict the detail which MRB Group e-mailed to Mike LoPresti on November 17th.
2. Please add a plan note which states that the Village of Spencerport Department of Public Works shall be notified 48-hours in advance of sanitary sewer construction within the road right-of-way. The Spencerport Department of Public Works will inspect the sewer installation.
3. Please add a note to the plans that states that new sanitary manholes shall be vacuum tested, and new sewer main shall be pressure and deflection tested in accordance with the current Village Development Regulations. These testing specifications will be provided to the developer prior to construction.
4. On the plan, please label the following items:
 - a. Material of new 8" sewer main (this should be SDR-35 PVC pipe).
 - b. The diameter of the new manholes.
 - c. The diameter of the existing manhole.
 - d. The diameter of the existing force main.
5. Please identify and label on the plans the corporate boundary of the Village of Spencerport and the property information (street address and tax parcel number) along the alignment of new sewer main. Based on discussions with the Spencerport DPW, the intent is that the portion of this sewer extension within the Village boundary will be dedicated to the Village of Spencerport.



6. Please provide a concrete gutter restoration detail on the plans for the sewer work in the Canal Road right-of-way.
7. It should be noted that work within the Canal Road right-of-way will require a Monroe County Highway work permit, which will require review and approval of the plans by Monroe County Department of Transportation. It's recommended that the Village receives verification that this permit has been received prior to sewer construction to assure that Monroe County is in acceptance with the trench backfill, pavement, and gutter restoration details provided on the plans.
8. It should be noted that construction of this sewer extension will need to be scheduled during a time frame when the Town of Ogden is not utilizing their force main. This force main will be temporarily out of service during construction.

Please contact me at your convenience if you have any questions or comments regarding this review.

Respectfully submitted,

A handwritten signature in black ink that reads "David R. Willard".

David Willard, P.E.
Project Manager