

VILLAGE BOARD MEETING
June 14, 2017
Minutes

Mayor Penders called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

OTHERS PRESENT

Craig Byham, Luther Jacobs Way
Owen McIntee, SME Superintendent
Joan Quigley, Maplewood Avenue
Eric Stowe, Village Attorney
Jacqueline Sullivan, Village Clerk
Tom West, DPW Superintendent

ANNUAL MEETING

Mayor Penders called the Annual Meeting to order at 7:04 p.m.

Swearing in of Officers – Hon. Scott Okolowtcz

Gary Penders, Mayor
Raymond Kuntz, Trustee
Charles Hopson, Trustee

APPOINTMENTS

The following individuals are appointed to a two-year term expiring March 31, 2019

DEPUTY MAYOR	Carol Nellis-Ewell
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Danielle Kruger
DEPUTY CLERK	Pamela Gilbert
DEPUTY TREASURER	Donna Stassen
SECRETARY TO THE MAYOR	Margaret Gioia
HISTORIAN	Nora Venezky
ATTORNEY	Eric Stowe
PLANNING BOARD ATTORNEY	Eric Stowe
ZONING BOARD ATTORNEY	Eric Stowe
BANK DEPOSITORYS	Chase Bank
	Key Bank
	M & T Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

RESOLUTION 1 6/2017

Introduced by: Mayor Penders
Seconded by: Trustee Wohlers

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Mayor’s Appointments

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

CHECK SIGNING AUTHORIZATION

RESOLUTION 2 6/2017

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

Be it resolved that the Village of Spencerport Board of Trustees approves the following individuals to have check signing authority for the Village of Spencerport:

Gary Penders, Mayor
Carol Nellis-Ewell, Deputy Mayor
Danielle Kruger, Treasurer

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

VILLAGE BOARD MEETINGS

Regular meetings of the Board of Trustees will be held on the first Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 7:00 p.m.

Workshop meetings of the Board of Trustees will be held the second, third, fourth and fifth Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 4:30 P.M.

Alternate facility to accommodate disabled persons shall be the Spencerport Fire Department, 175 Lyell Avenue, Spencerport, NY.

PURCHASING POLICY

The Village of Spencerport Purchasing Policy will be reviewed on June 21, 2017 at the workshop meeting.

ADVANCE APPROVAL OF CLAIMS

RESOLUTION 3 6/2017

Introduced by: Mayor Penders
Seconded by: Trustee Hopson

Whereas, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board, and

Whereas, all such claims shall be presented at the next regular meeting for audit, and

Whereas, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

Now Therefore Be It Resolved:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: That this resolution shall take effect immediately.

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

ATTENDANCE AT SCHOOLS & CONFERENCES

RESOLUTION 4 6/2017

Introduced by: Mayor Penders
Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at all schools and conferences for the Village fiscal year 2017-2018 that do not exceed \$200 and one day in duration, provided such schools and conferences are included in the respective Department budget as so approved by the Village Board. Attendance at all schools and conferences must be acknowledged to the Village Board at a Regular meeting of the Village Board.

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

Deputy Mayor Nellis-Ewell
Clerk Sullivan
Superintendent West
Superintendent McIntee

GREEN COMMITTEE
(Recycling, Refuse)

Deputy Mayor Nellis-Ewell, Chair
Trustee Hopson
Superintendent West
Superintendent McIntee
Clerk Sullivan

Mayor Penders closed the Annual Meeting at 7:11 p.m.

Approval of Minutes

A motion was made by Mayor Penders, seconded by Trustee Wohlers and carried that the meeting minutes from May 3, 2017 be approved as read. Trustee Nellis-Ewell abstained.

A motion was made by Mayor Penders, seconded by Trustee Hopson and carried that the meeting minutes from May 17, 2017 be approved as read. Trustee Nellis-Ewell abstained.

A motion was made by Mayor Penders, seconded by Trustee Kuntz and carried that the meeting minutes from May 31, 2017 be approved as read.

Administrative Committee – Mayor Penders

Resolution 5 6/2017

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

Be it resolved that the Village of Spencerport Board of Trustees hereby acknowledges the thirty (30) day notice of application for an on premises alcoholic beverage license from SF Restaurant Industries Inc., DBA Salvatore's Old-Fashioned Pizzeria.

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

Resolution 6 6/2017

Introduced by: Mayor Penders
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees here by adopts a tobacco free policy to govern all Village owned and/or operated parkland, park facility or open space. Attached is a true and complete copy of such tobacco free policy is attached hereto and made a part hereof.

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

Sewers Committee – Trustee Wohlers, Chair

Planning/Zoning/Building Control – Deputy Mayor Nellis-Ewell, Chair

Comments submitted by Deputy Mayor Nellis-Ewell

JUNE Architectural Review/Planning (ARB/PB) & Zoning Board of Appeals (ZBA)

Architectural Review/Planning Boards (ARB/PB) Meeting June 6, 2017

ARB business only

Signage applications

Application of Brindle Haus Brewery, 377 South Union Street, Spencerport, NY 14559

John Boothe stated monument signage at the road is to be simple, similar to the wall sign, fitting with other (monument) signs. Chairman Byham requested a copy of the monument sign be sent for review. * John Boothe stated black LED gooseneck lighting will be used. Chairman Byham stated because they are the first business in that building, black is fine. Subsequent businesses would need to follow that color scheme. Chairman Byham thanked the applicant: for an application that was complete and well-done, which made the process easier for everyone. ARB Member Venezky asked how often/long will the lights be on. John Boothe responded lights will be manually controlled by an inside timer. Depending on the time of year, lights will likely be on an hour before dark and shut off sometime in the middle of the night. If appropriate permits are issued by all agencies involved, Labor Day opening is anticipated.

Certificate of Appropriateness issued

Final approval granted with the following conditions:

- Wall sign shall be 4.5 ft. diameter circle on 1/8 inch Di-bond aluminum material with laminated paint.
- Colors and design shall be as depicted on application.
- Signage shall be lit by 2 equally spaced gooseneck lamps as submitted with application.
- Signage and lighting shall be installed in a safe and secure method.
- Signage to be kept in good condition as determined by the VOS ARB.
- After signage is installed, the applicant shall submit a photograph of such to the Village Clerk for filing.

* Furthermore, the ARB issued contingent approval for monument signage, after applicant submits drawings and specifications to the Village ARB for their review.

Application of Furry Paws, 380 South Union Street, Spencerport, NY 14559

Alanna Dable, owner of Furry Paws, stated Gary Natalie will make the sign.

Chairman Byham asked if the current sign will be used. Alanna Dable responded a new sign will be put up: 1) because of some rust on the old sign and 2) to make it a little bigger. Chairman Byham stated the ARB requests the edges of the sign be scalloped. Alanna Dable agreed. Chairman Byham advised the A frame sign is allowed, but must be taken in and out daily. * Alanna Dable stated the sign will not be lit at

this time. Chairman Byham advised if it is to be lighted in the future, the applicant would have to come back to the ARB.

Certificate of Appropriateness issued

Final approval granted with the following conditions:

- Size of sign shall be 24" x 96" on Di-bond aluminum material with scalloped corners.
- Sign shall be mounted in a safe and secure manner directly above door and window at the business.
- Colors as depicted on application.
- Signage shall be unlit.
- Signage to be kept in good condition as determined by the VOS ARB.
- After signage is installed, the applicant shall submit a photograph of such to the Village Clerk for filing.* Furthermore, the ARB issued approval for a free-standing A-frame sign with the understanding that such sign must be taken in and out every day. Note: Alanna Dable is buying an existing business; cats are groomed by appointment.

Application of Pin Chasers, 45 Nichols Street, Spencerport, NY 14559

Brian Davies, Pin Chasers manager, stated the sign is from the former business, CJ's; they are looking to replace that sign with their own. Chairman Byham stated in 2010, you appeared for a sign for both the pub and the bowling alley that were never completed. Right now you have two unpainted poles out there. Mike Progno, owner of the building, stated they are not looking to put up any new signage for the bowling alley, only for Pin Chasers. Chairman Byham stated an existing A-frame sign has been out there for many months and it is not the proper size. The Code Enforcement Officer had instructed the applicant to take down that sign. Such letter of violation was read aloud by Chairman Byham. Mike Progno stated the little sign is gone and he put the A-frame by the building. Chairman Byham stated; 1) the sign is too large and 2) vehicles parked in the parking lot are in violation. Mike Progno stated he addressed those issues already: only one car is in the lot for sale, as allowable by code. Chairman Byham stated the prior sign looks like two field goals sticking out, the sign posts were put in, yet never completed. Mike Progno stated that was not his doing; the owners of CJ's Pub did that sign on their own. ARB Member Venezky asked if the (proposed) sign is the same size as the one up there before. Mike Progno stated he went by the brackets up there; he can make it the same size as the old sign.

Chairman Byham stated the following issues need to be addressed:

- Edges of sign to be scalloped
- Sign needs to fit within the brackets that are there, which is 60 inches
- Drawings with correct dimensions and all required information must be on a new application

At this time the ARB tabled this application pending submission of a new application for such requested signage.

Unfinished Business

JVN Associates, 500 South Union Street, Spencerport, NY 14559
Pergola/Patio area

- Applicant Joe Nucci handed out new drawings of a different pergola. He stated: due to the landlord charging rent now for that area, they could not afford stamped concrete and would be pouring brushed concrete instead.
- Chairman Byham stated: bringing in new plans the night of the meeting was not a practice that the ARB entertained. Furthermore, at the last meeting they were informed: lighting on the building was not what

the ARB approved and needed to be removed from the building, with white gooseneck lighting to be installed.

- Chairman Byham stated until the correct lighting was installed, the ARB would not act on a new application.

* Applicant was instructed to fix the lighting and submit a complete application no later than June 27, 2017, and that no late applications would be accepted.

At this time the ARB tabled any action on this application.

Zoning Board of Appeals (ZBA)

Meeting June 15, 2017

Two applications

- 1) Request for variance for fence installation / height
- 2) Request for variance for fence installation / privacy

Building Control – Building Inspector Smith meets with Mayor Penders as scheduled.

Code Review – No meetings

Code Enforcement Officer McQuilkin submits regular reports; May/June report to be reviewed at workshop.

- A. Planning
- B. Architectural Review
- C. Zoning
- D. Building Control
- E. Code Review

Finance Committee – Mayor Penders, Chair

Facilities Committee – Trustee Hopson, Chair

- A. Electric

Resolution 7 6/2017

Introduced by: Trustee Hopson

Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the attendance of 3 SME Employees and Deputy Clerk Gilbert at the MEUA Western Regional Meeting at Wellsville Country Club, June 28, 2017. Cost not to exceed \$425.00 total.

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

Whereas, the Village of Spencerport, with the assistance from the Monroe County Office of Emergency Management, has gathered information and prepared the Monroe County Hazardous Mitigation Plan; and

Whereas, Monroe County Hazardous Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

Whereas, the Village of Spencerport is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan via the Monroe County Website (<http://www.monroecountyhmp.com>) and during a Public Hearing on the plan at a meeting of the Monroe County Legislature on May 9, 2017; and

Whereas, the Village of Spencerport has reviewed the Plan and affirms that the Plan will be updated no less than every five years; and

Now, therefore, be it resolved, by the Village of Spencerport Board of Trustees adopts the Monroe County Hazardous Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

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

A. Fire Department

B. Police

C. Ambulance

Human Resources Committee – Mayor Penders, Chair

Economic Development Committee – Trustee Wohlers, Chair

Green Initiatives – Deputy Mayor Nellis-Ewell, Chair

Finger Lakes Regional Economic Development Committee (FLREDC), Sustainability Workgroup met May 16 @ RIT; next meeting scheduled for July 10

Village Clerk – Jacqueline Sullivan

Superintendent of Public Works – Thomas M. West

Superintendent of Electric – Owen McIntee

Attorney – Eric Stowe

Unfinished Business

New Business

Current Events – Deputy Mayor Nellis-Ewell

- ✓ April 29 – Thank you to everyone involved for a successful Village of Spencerport Annual Day of Caring!

Employees, parents, students, teachers, worked as a team to beautify our community gardens and parks

- ✓ April 29 Community Bicentennial/Sesquicentennial monthly EVENTS
An Historic Evening ~ Mayor Gary J. Penders ~ Reading of Village Incorporation/Charter of 1867 with Trustee Wohlers and Deputy Mayor Nellis-Ewell

Spencerport High School ceremony

- Village of Spencerport and Town of Ogden commemorative medallions unveiled
- Original deed document provided by the Spencer family displayed
- Committee Coordinator Elaine Berner presented Media Awards for Art/Essays/Videos to students
 - ✓ May 9 – Heritage Park Town of Ogden Dedication with invited dignitaries; 4:30 PM, Water’s Edge Drive
 - ✓ May 29 – Rain caused cancellation of the annual Memorial Day Parade and Remembrance Ceremony 9 AM. Instead, a brief ceremony was held at the American Legion at 10 AM.
 - ✓ June 8 – Perfect weather/good attendance for 2017 Spencerport Fire Department Parade and Carnival. Highlight: Parade featured special 100th Anniversary Spencerport Municipal Electric truck/float with electric pole being climbed! Terrific planning and execution by all involved.
 - ✓ June 9 – School-Village tour - 3rd grade students, teachers, parents and grandparents gathered at the Clyde Carter Memorial Gazebo to have lunch and learn about Village government and its services
 - ✓ June 14 – Today is Flag Day ~ Did you remember? Colors: Red for Valor, White for Purity and Blue for Justice. Honor our flag every day.

July 10 – **550 + Erie Canal Bicyclists pass through Spencerport on the Annual Erie Canal Trek**

- Water to be distributed – donated by Krony’s, Tops & Spencerport Area Chamber of Commerce
- 10 AM to 2 PM – join us for any time that fits your schedule
- Invitation to Community ~ Meet & Greet cyclists/visitors from all over the world*
- An opportunity to showcase Village-vicinity businesses/restaurants, etc. and the Spencerport Depot Museum/Visitor’s Center*

July 29 & 30 * SAVE the DATES * Annual Spencerport Canal Days

SATURDAY July 29 – DUSK – !!! Fireworks at Spencerport High School !!!
Community Bicentennial/Sesquicentennial monthly EVENT

Bills

Motion was made by Trustee Kuntz, seconded by Trustee Hopson, and carried unanimously that the monthly bills be paid as audited in the following amounts:

General Fund	\$ 55,697.65
Electric Fund	\$ 46,547.85
Sewer Fund	\$ 9,313.67
Trust Fund	\$ 3,112.36
Capital Fund	\$ <u>0</u>
TOTAL:	\$114,671.53

Motion was made by Trustee Kuntz, seconded by Trustee Wohlers and carried unanimously that the cash disbursements for the General, Electric, Sewer, Trust and Capital Funds, for June 2017 be approved as audited.

A motion was made by Mayor Penders and carried that the Village Board meeting be adjourned at 8:08 p.m.