

**Village Board Workshop Meeting  
March 11, 2015  
4:30 p.m.**

**BI/CE/FM** - (4:30-5:00 p.m.) – P. Smith/R. McQuilkin

**Attorney** – (5:00 p.m.) – E. Stowe

**General Discussion**

**Resolution 3/2015**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the 2015-2016 Tentative Budget for fiscal year ending May 31, 2016.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the collection of past and current Public Service Commission assessments from Spencerport Municipal Electric Customers via their monthly electric bill.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the attendance of Superintendent McIntee, SME Foreman Meyers and Lineman Bezon at the MEUA Winter Engineering Workshop Thursday and Friday March 19-20, 2015, Embassy Suites Hotel, 6646 Old Collamer Road; East Syracuse, NY. Total cost not to exceed \$322.00 this includes registration for all and one (1) night's accommodations for Mike Meyers and Keith Bezon.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:  
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the attendance of Superintendent McIntee, Deputy Clerk Gilbert and Treasurer Kimbler at the MEUA Semi-annual Meeting Wednesday and Thursday April 29-30, 2015, Embassy Suites Hotel, 6646 Old Collamer Road, East Syracuse, NY. Total cost not to exceed \$473.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:  
Seconded by:

Whereas, the Village of Spencerport Municipal Electric of the Village of Spencerport, NY is a municipal member of the Municipal Electric Utilities Association of New York State, and

Whereas, the Semi-annual Meeting of the Municipal Electric Utilities Association of New York State has been called on April 29 and April 30, 2015 to be held at the Embassy Suites Hotel, 6646 Old Collamer Road, East Syracuse, NY 13057 and,

Whereas, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

Now Therefore Be it Resolved that Electric Superintendent Owen McIntee be and is hereby designated as the accredited delegate of the Village of Spencerport, New York.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:  
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance to the Genesee/Finger Lakes Regional Planning Council Spring 2015 Regional Local Government Workshop by any Village, Planning, Zoning Board member and any Support Staff Member on Thursday, May 14, 2015.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor

**Resolution 3/2015**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees authorizes the Mayor to sign the Monroe County 2015 Amendatory Agreement – All seasons County/Village work Agreement.

Vote of the Board: Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles R. Hopson, Trustee  
Ray Kuntz, Trustee  
Glenn C Granger, Mayor



# Municipal Electric Utilities Association of New York State

6652 Hammersmith Drive, East Syracuse, New York, 13057

Phone: 315-453-7851 Fax: 315-453-7849

Email: [info@meua.org](mailto:info@meua.org) web site: [www.meua.org](http://www.meua.org)

## Registration Form

**WHAT:** Winter Engineering Workshop  
**WHEN:** Thursday and Friday March 19-20, 2015  
**WHERE:** Embassy Suites Hotel, 6646 Old Collamer Rd., East Syracuse, NY  
(Thruway Exit 35, Rt. 298).  
Phone: 315-446-3200 for reservations. Contact the MEUA if there is any problem.

\$121.00 Single or Double Occupancy

PLEASE MAKE YOUR RESERVATIONS IMMEDIATELY AT THE EMBASSY SUITES HOTEL AND MENTION THAT YOU ARE ATTENDING THE MEUA MEETING FOR THE SPECIAL RATE.

**FEE:** \$ 80.00 Member Fee  
\$117.50 Non-member fee

**Fax or E-mail registration form to:**

MEUA, Fax -315-453-7849

E-mail – [info@MEUA.org](mailto:info@MEUA.org)

**Send fee to:** POB 387, Solvay, NY, 13209

**REGISTRATION:** 8:30am to 9:00am. Coffee will be available. Lunch is included the 1st day.

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**MEUA Engineering Workshop**

March 19-20, 2015

Embassy Suites Hotel, East Syracuse, NY

**Fax or E-mail completed**

**registration form to**

**MEUA by 3/12/2015**

MUNI /CO \_\_\_\_\_

NAME (S) ATTENDING \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Send registration fee  
(& copy of registration  
form) to:**

**MEUA**

**PO Box 387**

**Solvay, NY 13209**

**By - 3/12/2015**

Authorizing Signature \_\_\_\_\_



# Municipal Electric Utilities Association of New York State

6652 Hammersmith Drive, East Syracuse, New York, 13057

Phone: 315/453-7851 Fax: 315/453-7849

Email: [info@meua.org](mailto:info@meua.org) web site: [www.meua.org](http://www.meua.org)

**WHAT:** MEUA SemiAnnual Meeting

**WHEN:** April 29 and April 30, 2015

**WHERE:** Embassy Suites Hotel  
6646 Old Collamer Rd.  
East Syracuse, NY 13057  
315/446-3200

**RATES:** \$121.00 Single or Double Occupancy

*PLEASE MAKE YOUR RESERVATIONS AT THE EMBASSY SUITES HOTEL IN EAST SYRACUSE **IMMEDIATELY** AND MENTION THAT YOU ARE ATTENDING THE MEUA MEETING FOR THE SPECIAL RATE.*

**FEES:** \$110.00 Member  
\$160.00 Non-Member

**REGISTRATION:** 8:00-9:00am

**NOTE:** *Lunch, Reception, and Dinner on April 29 are Included  
Your MEUA registration name tag is your admittance for meals.*

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## REGISTRATION FORM

**MEUA SEMI-ANNUAL MEETING**  
Embassy Suites Hotel, E. Syracuse, NY

**RETURN REGISTRATION FORM BEFORE APRIL 17, 2015**

TO: MEUA  
fax: 315/453-7849  
email: [info@meua.org](mailto:info@meua.org)

Municipal/ Corp. Name \_\_\_\_\_

Attending: \_\_\_\_\_  
\_\_\_\_\_

**Remit payment to:**  
**MEUA,**  
**PO Box 387**  
**Solvay, NY 13209**  
along with reg. copy  
**by 4/17/15**  
**Fax/email Registration ASAP**

**Indicate entrée choice**  
**for each attendee**  
**next to their name**

**Dinner entrée choice: 1) Prime Rib 2) Chicken Florentine 3) Parmesan Crusted Swordfish**  
**(4/29/15)** *(Please indicate each persons entrée choice next to their name)*

Authorized Signature \_\_\_\_\_

Genesee/Finger Lakes  
Regional Planning Council  
Presents

# Spring 2015 Regional Local Government Workshop

Thursday May 14, 2015

**Burgundy Basin Inn  
Pittsford, NY**



Cosponsored By:

Genesee County Planning Board  
Livingston County Planning Department  
Monroe County Planning & Development  
Department  
Ontario County Planning Department & Board  
Orleans County Planning Board  
Seneca County Planning Board  
Wayne County Planning Board  
Wyoming County Planning Board  
Yates County Planning Department



NY Upstate Chapter APA

## WORKSHOP REGISTRATION

**\$75 Per Person up to May 5**  
**\$80 Per Person after May 5**

**Vendor/Exhibitor: \$450** (includes 2 )

## Workshop Guide

## Advertisements Available

All registrations include continental breakfast and lunch

**PLEASE PRE-REGISTER BY May 5, 2015**

Sorry, no refund after May 5

### WHO SHOULD ATTEND

Municipal Board Members and Elected Officials • Planning Board Members • Zoning Board of Appeals Members • County & Municipal Employees • Enforcement Officers • Planners • Public Works and Highway Departments • Engineers and Architects • Land Use Professionals • Attorneys • Consultants • Municipal Commission and Review Board Members • Municipal Committees and Advisory Board Members • Concerned Citizens

For most municipalities the Local Government Workshop fulfills state law requiring training for local planning officials. A Certificate of Participation may be requested for the number of hours of attendance.

### GETTING TO THE

#### Burgundy Basin Inn

1361 Marsh Road  
Pittsford, New York 14534  
585-248-2660

From I-490 East to Route 31 Exit #26, Route 31 West for approximately 1/2 mile. Turn left onto Marsh Road. Approximately 1 1/2 miles on right.

From I-490 West to Bushnell Basin Exit #27, Right onto Route 96. Approximately 1/3 mile. Right onto Marsh Road. Approximately 1/4 mile on left.

For additional directions visit:  
<http://www.burgundybasin.com/images/Map.pdf>

For more information and Workshop updates visit our web site at [www.glfipc.org/Spring2015.htm](http://www.glfipc.org/Spring2015.htm)

Member Counties: Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming & Yates

\*Registration for CEO (Code Enforcement Officer) credit is done at the Workshop itself within the session.



8:00-9:00  
9:00-10:00

**A1 Planning Board Overview.** Patricia Burke, Linda King, NYSDOS  
This basic course addresses the powers and duties of town, village, and city planning boards and commissions. The administrative and regulatory roles of the planning board, including its review of site plans, special use permits, and subdivision plats are discussed, along with the planning board's role in the municipal comprehensive plan. The importance of board procedures, referral to the county planning agency, and making findings are also covered. (2 hours CEO credit)

10:00-11:00  
11:00-12:00

**A2 Public Meetings & Hearings.** Erin Thomas, Patricia Burke, NYSDOS  
This session addresses the goods and requirements associated with holding meetings in contrast to the purposes and legal requirements surrounding a public hearing. It explores the role of the chairperson in conducting effective meetings and hearings, and includes a discussion of how to manage the public and the media in the context of a hearing or meeting. Also addressed are aspects of the Open Meetings Law, including executive sessions, quorums, minutes, and public notices. (1 hour CEO credit)

12:00-1:00  
1:00-2:00

**A3 Enforcement of Zoning and other Local Laws.** Erin Thomas, Patricia Burke, NYSDOS  
Municipalities have various regulations that are an extension of their police power that aren't necessarily enforced by the police—zoning, property maintenance, and noise regulations, for example. This session reviews how these regulations are enforced, with discussion of the relationship between the enforcement officer and the review boards, the effect of an appeal of an enforcement action to the zoning board of appeals, and judicial enforcement of violations. (1 hour CEO credit)

2:00-2:45  
2:45-3:00

**A4 Zoning Board of Appeals Overview.** Linda King, Erin Thomas, NYSDOS  
This introductory course to the ZBA focuses on the statutory tests boards must follow to grant use and area variances and proper handling of zoning interpretations. Meeting procedures and notice requirements will also be discussed along with the ZBA's relationship with enforcement officials and the planning board, and the importance of making good findings. (2 hours CEO credit)

3:00-4:00  
4:00-5:00

**A5 Accessing and Working with US Census Data and the Life Cycle of Census Data.** David Krolker, U.S. Census Bureau  
Accessing and Working with US Census Data describes in detail how the process of downloading and working with the Census on-line interface and census data works. The Life Cycle of a Piece of Census Data focuses on American Community Survey question from its inception, through the respondent, to the National Processing Center, to Census Bureau HQ (where the data is turned into statistics), and finally to its end use. (2 AICP credits pending)

**Registration, Continental Breakfast, and Vendor Exhibits**

**B1 Defining the Community Rating System: What Your Community is Doing Today and How Those Actions Can Be the Start of a Successful CRS Program.** Jacob Tysz, CFM, Atkins and Joyrme Breeschard  
Thomas, AICP, CFM, G/FLRPC  
The National Flood Insurance Program (NFIP) Community Rating System (CRS) is a voluntary program that recognizes community floodplain management activities that exceed the minimum NFIP requirements. This presentation will provide an overview of the program, discuss applying to the CRS, and the creditable activities that a community may participate in or begin to do in order to join or improve its CRS Class rating. Examples will be given of creditable CRS activities already being performed in the Genesee-Finger Lakes Region to meet the goals of the CRS. (2 AICP credits pending)

**B2 Streamlining Solar Permitting.** Adam Schnell, NYS Solar Ombudsman  
This session is designed to provide local policy makers information on the benefits of adopting a streamlined solar permitting process. Attendees will gain knowledge of how to expedite and improve local solar permitting by adopting the NYS Unified Solar Permit and what the necessary steps are to receive incentive funding for adopting a streamlined permitting process. This session is intended for planners, building department employees and other local government officials involved in the permitting process. (1 AICP credit pending)

**B3 Green Infrastructure 101.** Suzanna Randall, EFC  
Communities across the country are using green infrastructure as a cost effective method for improving water quality, complying with the Clean Water Act, and leveraging financial incentives. This session will cover implementing green infrastructure techniques for stormwater management in urban, suburban and rural settings and will show real-life examples of projects constructed by the EFC's Green Innovation Grant Program, including municipal parking lot retrofits using bioretention and porous pavements, as well as successful "green streets" programs and regional wetland creation. (1 AICP credit pending)

**B4 Introduction to Solarize: Stimulating Local Solar Market Growth.** Justin Strachan, NYS Solar Ombudsman  
Solarize programs simplify solar processes, educate the public, reduce costs by up to 30%, and promote a strong sense of community. In this session, experts in the field will guide regions through the process of creating a Solarize campaign, and will discuss key elements of campaigns, lessons learned, and planning templates. (1 AICP credit pending)

**B5 Accessing and Working with US Census Data and the Life Cycle of Census Data.** David Krolker, U.S. Census Bureau  
Accessing and Working with US Census Data describes in detail how the process of downloading and working with the Census on-line interface and census data works. The Life Cycle of a Piece of Census Data focuses on American Community Survey question from its inception, through the respondent, to the National Processing Center, to Census Bureau HQ (where the data is turned into statistics), and finally to its end use. (2 AICP credits pending)

**C1 Millennial Generation's Impact on Land Use.** Felice Oltmann, Derik Kone, Genesee County Planning Department  
By the year 2030, Millennials will outnumber Baby Boomers by 22 million, and will change the nation and its economy in ways different from previous generations. The presentation profiles this generation and explains how zoning reform can help your municipality compete for the largest population cohort in U.S. history. (1 AICP credit pending)

**C2 Better Living Through Zoning!** Jason Horvema, Public Square  
Good design is within reach! New development can be welcomed and communities can maintain their character by making sure their zoning code is working for them. This session will look at ways to revise and utilize their zoning code to ensure better development. The focus will be on hamlet and village Main Streets, edge-of-town "strip" development, new mixed use districts, and city avenues. (2 AICP credits pending)

**C3 The 'Devil in the Details' or Better Site Plan Review.** Jason Horvema, Public Square  
Often it's the small details that make the difference between a site plan that's "just okay" and a great site plan. Learn how municipal review of site plans, and careful attention to details such as building siting, entrance location, parking layout, and pedestrian circulation, can result in better development.

**C4 Funding Opportunities for Water and Wastewater Infrastructure.** J.C. Smith, EFC  
The EFC administers the nation's largest and most successful loan funds for municipal drinking water and wastewater infrastructure, providing more than \$17 billion in low-cost financing to thousands of infrastructure projects across the state. This session will provide an overview of the State Revolving Fund programs and the financing available for sewer, stormwater, and drinking water infrastructure and detail new SRF requirements for the 2015 federal fiscal year, along with application rules and guidelines that are helping more municipalities than ever before to receive infrastructure loans of subsidized interest rates as low as zero percent. (1.75 AICP credits pending)

**C5 Demystifying Viewsheds: How to Apply the Latest Tools and Research to Development Projects.** CJ Randall, Razy Kosed, G/FLRPC  
This session will explain the process of viewshed analysis as applied to local land use controls. We explain the process of identifying sites, characterization and evaluation of the sites, how to work with data and mapping tools, and how G/FLRPC applied this methodology in the region. Our objective is to present tools for municipal viewshed analysis that may be used in SEQRA review and site plan review criteria. (2 AICP credits pending)

**C6 Demystifying Viewsheds: How to Apply the Latest Tools and Research to Development Projects.** CJ Randall, Razy Kosed, G/FLRPC  
This session will explain the process of viewshed analysis as applied to local land use controls. We explain the process of identifying sites, characterization and evaluation of the sites, how to work with data and mapping tools, and how G/FLRPC applied this methodology in the region. Our objective is to present tools for municipal viewshed analysis that may be used in SEQRA review and site plan review criteria. (2 AICP credits pending)

# Registration Form

## Spring Local Government Workshop

Registration Fee: \$75,  
(\$80 after May 5)  
**PLEASE PRINT CLEARLY**

Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
County: \_\_\_\_\_  
Area Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Please Return By May 5, 2015**  
Please Circle which concurrent sessions you will be attending (only one per time slot):

<b>Session A</b>	1	2	3	4	
<b>Session B</b>	1	2	3	4	5
<b>Session C</b>	1	2	3	4	5

**Please Check for Vendor Registration**  
— Please Check if you would like to place an advertisement in the Workshop Guide  
**Please include voucher or payment with all registrations**

**Make Checks Payable To: G/FLRPC**  
**Mail Registration Form To: G/FLRPC,**  
50 West Main Street, Suite 8107,  
Rochester, New York 14614

**Questions and Information Contact:**  
David S. Zorn, 585-454-0190 x14  
dave.zorn@grlpc.org  
Sorry, no refunds provided after May 5

**AMENDMENT for  
"All Seasons County /Village Work Agreement"**

THIS AMENDMENT ("Amendment") shall be deemed to be dated as of the last date executed by a party hereto, by and between the COUNTY OF MONROE (the "County"), a municipal corporation acting by and through its Department of Transportation, said offices being located at 50 West Main Street, Suite 6100, Rochester, New York 14614, and **Village of Spencerport**, located at 27 West Avenue, Spencerport, New York 14559, hereinafter referred to as the "Village."

WITNESSETH:

WHEREAS, the parties hereto previously entered into an Agreement dated as of \_\_\_\_\_ (the "Agreement"), whereby the Village agreed to contract with the County for planned and unplanned work under the 'All Seasons County/Village Agreement' for services throughout Monroe County as set forth in the Agreement, and in accordance with the Monroe County Charter Section C6-19 B. (7); and

WHEREAS, the parties are desirous of amending the Agreement; to extend the term of the agreement for an additional one-year term for the year 2015 ; and update of the rates of Appendix 'A' and 'B'.

WHEREAS, the Village Board has authorized an amendment to the Agreement by Resolution No. \_\_\_\_\_, adopted \_\_\_\_\_, \_\_\_\_\_; and

WHEREAS, the parties wish to amend the Agreement as set forth below.

NOW, THEREFORE, in consideration of mutual covenants, it is agreed by the parties as follows:

1. In accordance with Paragraph 1 of the General Conditions of Agreement, the term of the Agreement shall be extended for one year; from January 1, 2015 to December 31, 2015.
2. Appendix 'A' and 'B' of the Agreement are deleted in its entirety and replaced by the new Appendix 'A' and 'B' for 2015.
3. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment of the last day and year written below.

**COUNTY OF MONROE**

**VILLAGE OF SPENCERPORT**

By: \_\_\_\_\_  
Terrence J. Rice, P.E.  
Director of Transportation

By: \_\_\_\_\_  
Joyce Lobene  
Mayor  
Federal Tax ID: \_\_\_\_\_



STATE OF NEW YORK)  
COUNTY OF MONROE) SS:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 201\_\_\_\_ before me, the undersigned, a Notary Public in and for said State, personally appeared Terrence J. Rice, Director of Transportation of Monroe County, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Signature and Stamp

STATE OF NEW YORK)  
COUNTY OF MONROE) SS.

On this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally know to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Signature and Stamp

**APPENDIX A**

**FRINGE RATES TO BE PAID PER LABOR HOUR FOR 2015  
(Spencerport)**

<b>ALL HOURLY WORK</b>	
Full Time/Regular Hours	60.38%
Full Time/Overtime Hours	41.61%
Part Time/Regular Hours	19.86%
Part Time/Overtime Hours	19.86%

**APPENDIX B**

**MAR SERVICES**

Roadside Mowing	N/A
Dead Animal Pickup	N/A
Roadside Pickup	N/A