VILLAGE BOARD MEETING
June 3, 2015
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, Trustee
David Wohlers, Trustee
Charles Hopson, Trustee
Ray Kuntz, Trustee

BOARD MEMBERS ABSENT

OTHERS PRESENT
Craig Byham, Luther Jacobs Way
Harry Ewell, Lyell Avenue
Barb Kuntz, Coolidge Avenue
Owen McIntee, SME Superintendent
Rich McQuilkin, Prospect Street
Sandy Mitchell, Prospect Street
Joan Quigley, Maplewood Avenue
Marcie Rush, Maplewood Avenue
Eric Stowe, Village Attorney
Jacqueline Sullivan, Village Clerk
Tom West, DPW Superintendent
Ron White, Hawthorne Drive

ANNUAL MEETING

Mayor Penders opened the Annual Meeting at 7:02 p.m.

Swearing in of Officers – Hon. Scott Okolowtcz

Gary Penders – Mayor
Ray Kuntz – Trustee
Carol Nellis-Ewell – Trustee
David Wohlers – Trustee

APPOINTMENTS

The following individuals are appointed for a two year term expiring March 31, 2017

DEPUTY MAYOR	Carol Nellis-Ewell
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Karen Kimbler
DEPUTY CLERK	Pamela Gilbert
SECRETARY TO THE MAYOR	Margaret Gioia
HISTORIAN	Sandra Mitchell
ATTORNEY	Eric Stowe
PLANNING BOARD ATTORNEY	Eric Stowe
BANK DEPOSITORIES	Chase Bank
	Key Bank
	M & T Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

RESOLUTION 1 6/2015

Introduced by: Mayor Penders
Seconded by: Trustee Hopson

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, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	David Wohlers, Trustee	Aye
	Gary Penders, Mayor	Aye

CHECK SIGNING AUTHORIZATION

RESOLUTION 2 6/2015

Introduced by: Mayor Penders
Seconded by: Trustee Wohlers

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
Karen Kimbler, Treasurer

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	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 18, 2014 at the workshop meeting.

ADVANCE APPROVAL OF CLAIMS

RESOLUTION 3 6/2015

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

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, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	David Wohlers, Trustee	Aye
	Gary Penders, Mayor	Aye

ATTENDANCE AT SCHOOLS & CONFERENCES

RESOLUTION 4 6/2015

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 2015-2016 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, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	David Wohlers, Trustee	Aye
	Gary Penders, Mayor	Aye

COMMITTEE APPOINTMENTS 2015-2016

FACILITIES COMMITTEE	Trustee Hopson, Chair
(Electric, Drainage, Franchises)	Trustee Wohlers
	Superintendent West

	Superintendent McIntee Treasurer Kimbler
SEWERS COMMITTEE	Trustee Wohlers, Chair Hopson Superintendent West Mark Elliott
PUBLIC WORKS COMMITTEE (Highways/Public Services) {Parks, Drainage}	Trustee Kuntz, Chair Trustee Hopson Clerk Sullivan Superintendent West
PLANNING/ZONING/BUILDING CONTROL (Code Review, Architectural Review) (Comprehensive Plan Update)	Trustee Nellis-Ewell, Chair Mayor Penders John Dole, Chairman, Zoning Board of Appeals Pam Gilbert, ZBA Secretary Craig Byham, Chairman, Planning Board Donna Stassen, PB Secretary
PUBLIC SAFETY COMMITTEE (Ambulance, Fire, Police)	Mayor Penders, Chair Trustee Wohlers Clerk Sullivan Superintendent West
FINANCE COMMITTEE (includes Insurance)	Mayor Penders, Chair Trustee Nellis-Ewell Clerk Sullivan Treasurer, Kimbler
ADMINISTRATION COMMITTEE	Mayor Penders, Chair Trustee Nellis-Ewell Clerk Sullivan Superintendent West Superintendent McIntee
ECONOMIC DEVELOPMENT COMMITTEE (includes Parking & Traffic)	Trustee Wohlers, Chair Trustee Kuntz Clerk Sullivan Superintendent West
HUMAN RESOURCES/BENEFITS COMMITTEE	Mayor Penders, Chair Trustee Nellis-Ewell Clerk Sullivan Superintendent West Superintendent McIntee
GREEN COMMITTEE (Recycling, Refuse)	Trustee Nellis-Ewell, Chair Trustee Hopson Superintendent West Superintendent McIntee Clerk Sullivan

A motion was made by Mayor Penders and carried unanimously that the Annual Meeting be adjourned to the regular Village Board Meeting at 7:08 p.m.

Approval of Minutes

A motion was made by Mayor Penders, seconded by Trustee Wohlers and carried that the minutes from the May 6, 2015 Village Board Meeting be approved as read.
A motion was made by Mayor Penders, seconded by Trustee Nellis-Ewell and carried that the minutes from the Village Workshop Meeting: May 20, 2015 be approved as read.

A motion was made by Mayor Penders, seconded Trustee Kuntz and carried that the minutes from the Village Board Year End Meeting May 29, 2015 be approved as read. Trustee Hopson abstained.

Privilege of the Floor

Administrative Committee – Mayor Penders

Sewers Committee – Trustee Wohlers, Chair

Planning/Zoning/Building Control – Trustee Nellis-Ewell, Chair

The following comments were submitted by Trustee Nellis-Ewell

Planning Board meeting May 19, 2015

Unfinished Planning Board business

- Application of Pelusio Spencerport LLC, 26 Slayton Avenue, Spencerport, NY 14559, Mavis Tire Center

Under the matter of unfinished business, the meeting was for the purpose of adopting the final scope for the Mavis Tire Store proposed to be located at 26 Slayton Avenue, Spencerport, NY 14559. The scoping process resumed with the Final Scoping Document for the Mavis Discount Tire Store presented. Planning Board members provided input regarding the areas of impact: Noise, Transportation, Comprehensive Plan and New York State Barge Canal. The Final Scoping Document was to be sent to the applicant.

Architectural Review Board (ARB) / Planning Board (PB) meeting June 2, 2015

Architectural Review Board
Spencerport Area Chamber of Commerce
129 South Union Street, Spencerport, NY
Represented by David Haines
Banner signage on Village of Spencerport lift bridge over Erie Canal

Mr. Haines showed the old banners, explaining the two new ones proposed would be made by Natale Signs from the same 18-gauge vinyl, white background with green lettering "Welcome to Spencerport", accented in black. The Chamber Website www.spencerportchamber.org would be added to enable boaters and others to search for member businesses and services. Each banner would be 4 feet x 25 feet. Mr. Haines would affix the unlit banners with plastic zip tags on the east and west sides of the lift bridge during the annual "Canal Season" – May 1 through October 31. Mr. Haines contacted the New York State Canal Corporation, who referred him to the New York State Department of Transportation (DOT). Since the lift bridge is on State Route 259. The DOT approved his request for a permit. The Board members agreed it should not be necessary for the applicant to appear again.

Disposition: Certificate of Appropriateness (passed unanimously)

Planning Board

Unfinished Planning Board business

- Pelusio Spencerport LLC, Mavis Tire Center

Planning Board members acted to hold the applicant, Pelusio Spencerport LLC, in abeyance because of outstanding bills for all legal expenses per the signed agreement and fee schedule. Accordingly, the Planning Board will take no further action on the application until such expenses are paid fully. A letter from the Planning Board Chair is to be mailed to the applicant.

Zoning Board of Appeals (ZBA) meeting May 21, 2015

Public Hearing, Village of Spencerport Village Office, 27 West Avenue, Spencerport, NY, 14559, 7 PM

Application of Sarah Infantino, 80 Mill Street, Spencerport, NY, 14559 for a special permit for a privacy fence, 50 feet in length of 6-foot high and 180 feet in length of 4-foot high to replace existing chain link fence on property located at same, whereas, a Special Permit from the Zoning Board of appeals shall be required for a privacy fence, pursuant to Chapter 340-32.A(4)(a) and two (area) variances; one for the total length of 230 feet, and one for the location of fence being near the lot lines, whereas, any privacy fence must be located not nearer to a side line or rear line than the required side line or rear line setback, and shall not exceed a total length of 65 feet on any one lot, pursuant to Chapter 340-32.A(4)(b) in a Residential District.

Ms. Infantino explained the foremost reason for the proposed fence is to contain her friendly dog, a "digger" who escapes (the chain link fence), and wanders the neighborhood. Discussion ensued with Zoning Board members asking the availability/source of the material in 4-foot heights and advising about installation: who, how, distance from lot lines, maintenance and mowing.

No one from the public appeared to comment. A letter was received from a neighbor stating no objection. Chair John Dole then closed the Public Hearing.

Special Permits (2) and Variance granted (passed unanimously).

Building Control

Building Inspector Patrick Smith and Code Enforcement Officer Rich McQuilkin report at VOS workshops.

Code Review

From the April 13 Code Review Committee meeting, a draft of a proposed Local Law regarding Peddlers/Peddling Permits has been written. Another meeting will be scheduled soon to discuss verbiage regarding required background checks. To follow the process consistently, the proposed Local Law will be shared with the Village Board, after which a Public hearing can be scheduled.

Resolution 5 6/2015

Introduced by: Trustee Nellis-Ewell
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Mayor's appointment of Ron White, 123 Hawthorne Drive, Spencerport, NY as an alternate member of the Planning Board.

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

Finance Committee – Mayor Penders, Chair

Resolution 6 6/ 2015

Introduced by: Mayor Penders
Seconded by: Trustee Wohlers

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the Treasurer to transfer all Village funds deposited at Key Bank in the amount of $121,140.00 to the Village's primary financial institution M&T Bank.

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

Facilities Committee – Trustee Hopson, Chair

A. Electric

Resolution 7 6/2015

Introduced by: Trustee Hopson
Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at the Annual Western Regional Meeting hosted by the Village of Holly on Wednesday, June 10, 2015. Cost not to exceed $50.00 per person.

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

RESOLUTION 8 6/2014

Introduced by: Trustee Hopson
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the Mayor to sign the renewal letter regarding the Fixed Price TCC agreement for a quantity of 9 TCCs expiring June 3, 2016.

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

B. Other (Drainage, Franchise)

Public Works Committee – Trustee Kuntz, Chair

A. Highways/Garage

B. Public Services (Refuse, Recycling, Parks)

Public Safety Committee – Trustee Penders, Chair

A. Fire Department

B. Police

C. Ambulance

Human Resources Committee – Mayor Penders, Chair

Economic Development Committee – Trustee Wohlers, Chair

Green Initiatives – Trustee Nellis-Ewell, Chair

Once the new hybrid electric truck arrives, PR with the *Suburban News* will be arranged. This will include communication regarding: 1) the state-of-the-art truck features, 2) the VOS/IEEP Small Business Program (assessment and assistance by Superintendent McIntee to reduce consumption, and thereby costs), 3) the solar panels on the Village Office roof, and 4) the Electric Vehicle Charging Station.

Village Clerk – Jacqueline Sullivan

Superintendent of Public Works – Thomas M. West

Superintendent of Electric – Owen McIntee

Attorney – Eric Stowe

Attorney Stowe indicated that work continues on securing appraisals for easements and waiting for a response from the PSC regarding the Gross Utility Tax.

Unfinished Business

Village Activities – Submitted by Trustee Nellis-Ewell

Update/Highlights

- **Wednesday, May 13 – Spencerport Area Chamber of Commerce 16th Annual Dennis Pelletier Youth Hall of Fame Awards**
  Sponsored by the Spencerport Federal Credit Union and the Chamber

This award directs special attention to youths who have demonstrated contributions to the community and outstanding achievements, their personal growth and development.
Six 2015 Inductees: Brianna Borrelli, Michael Fuino, Shamus Lobene, Tyler Rist, Josephine Stein and Alexander Thornton

- **Wednesday, May 20 – At the Spencerport Area Chamber of Commerce general luncheon meeting, Mayor Penders presented the "State of the Village" to attending members.**

The Mayor explained the 2015 budget, its components and details, including services provided, and gave an in-depth review of the Spencerport Municipal Electric system. Comments were very positive and thank you to Mayor Penders "for making us look good".

New Business

Bills

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

General Fund	$ 55,561.08
Electric Fund	$ 54,885.74
Sewer Fund	$ 11,080.04
Trust Fund	$ 1,885.21
Capital Fund	$ 0
TOTAL:	**$123,412.07**

Motion was made by Trustee Nellis-Ewell, seconded by Trustee Kuntz and carried unanimously that the cash disbursements for the General, Electric, Sewer, Trust and Capital Funds, June 2015 be approved as audited.

Adjournment

A motion was made by Mayor Penders, seconded by Trustee Kuntz and carried unanimously that the regular meeting be adjourned at 7:31 p.m.