

**Village Board
Meeting Minutes of
June 2, 2026**

Present: Mayor Fowler, Trustees Attoma, Brower, Farrell, Zabelny
Manager Shari Pearce
Treasurer Danielle Kruger
DPW Superintendent Jeff Pearce (outgoing)
DPW Superintendent Dan Verace
Asst Superintendent Chad McManus
Code Enforcement Officer Ron Bragg
Deputy Clerk Amy Harter

Absent: None

Guests: Linda Judd, Debra Hebing, Mary Hernandez, Gail Phillips, Mary Ellen Stanton & Glen Stanton, Janet Comfort, Eileen Clark, Greg Blythe, Ron Bodratti, Rich Kane, Wayne Cowell, Ignatius Ladelfa

This meeting was held in the Board Room and was available via Zoom. The meeting was called to order by the Mayor with the Pledge of Allegiance and a Moment of Silence.

Legal Posting Confirmation: The Clerk certified that all postings were completed per guidelines.

Roll Call: Mayor Fowler confirmed all were in attendance.

Approval of May Minutes

Resolution to approve the minutes of May 5, 2026. Motion to approve as amended made by Trustee Zabelny, seconded by Trustee Farrell. Carried 5-0.

Approval of Vouchers

Resolution to approve the June vouchers. Motion to approve made by Trustee Farrell, seconded by Trustee Attoma. Carried 5-0.

Public Comment

Seven residents were present to discuss several complaints regarding problems at the St. Leo's Complex. There was a detailed discussion with the board. The residents in attendance were: Maryellen and Glen Stanton, Eileen Clark, Gail Phillips, Janet Comfort, Eileen Clark, Greg Blythe.

There are 25 units in the building that are supported through Episcopal; and the following problems were noted: Mental Health issues, substance abuse, parolees, illiterate, open drug dealing in hallways, fighting, yelling and parties in the community room with loud music. It was reported that there is a lack of oversight with minimal staff during the week and no staff on weekends.

Mayor Fowler stated he will be meeting with the Monroe County Sheriff's Captain on Thursday and he will discuss these issues. He will follow up with the Stanton's.

Ronald Bodrati, 65 Little Tree Lane: Mr. Bodrati is seeking solution from the Village for storm water runoff on his property from a parcel on East Avenue. He stated the Village officials installed drains on his neighbor's property in the 1960's and is seeking the same. At the last meeting the DPW Superintendent suggested he tie into those drains, but the Village will not work on private property.

There was a lengthy discussion which also included property maintenance as Mr. Bodrati feels the property on East Avenue is not in compliance with the Village code. Mayor Fowler explained that the Village will not be conducting any work on private property. The Village manager will obtain a legal opinion from the Village attorney. Mr. Bodrati was also advised to issue any property maintenance complaints through the Village Office and Code Enforcement.

Mayor Fowler closed the public comment period at 7:13 p.m.

ATV's: Mayor Fowler received a letter from the Cedar Terrace neighbors regarding ATV's, golf carts, electric bikes and scooters, etc. that are recklessly driving through the Village. Mayor Fowler has a meeting scheduled with the Captain of the Monroe County Sheriff's Office and will be discussing this problem.

Recreation Update

Special Events Recap

- Sources of Strength 5K Color Run (Village Community Center Grounds) – Saturday, May 30
- The event hosted over 200 runners and ran really well. The weather was ideal.
- In Conjunction with the Northwest Community Health Fair
- Thank you to the Village DPW for assisting with associated road closures during the race.

Upcoming Special Events

- Food Truck Wednesdays – Beginning May 27
- Village Summer Concerts at the Gazebo – Mondays, June 1, July 6, August 3
- Annual Community Wide Garage Sale – Friday and Saturday, June 5 and 6
- Clams and Bands (Parma Town Park Grounds) – Saturday, June 6
- Summer Smash (Parma Town Park Grounds) – Friday, July 24

General Program Update

- Summer Programming – Full season released and underway

Senior Center Update

- Meal and Show (Village Community Center)
Wednesday, May 20 – 71 Attendees
Wednesday, June 10 – Anniversary Dinner at Whitehall Mansion – 102 Registered
- Senior Trips – The first trip successfully ran on Wednesday, May 27 with the next scheduled for June 17.

Parks Update

- Park Use – Organized Park use season is upon us. A lot of requests have been submitted and processed, although the weather has not necessarily cooperated until recent weeks. We anticipate experiencing high usage in the coming weeks including the Hilton Heat Soccer Tournament this coming weekend, June 5-7.
- Dog Park – The Bark Yard Dog Park opened back up on May 21.
- Capital Projects –
Campus Parking Lot Striping – We have a plan in place to stripe the main parking areas in the park to include handicap accessible spaces. Many of the current lot lines are washed out. Two areas have been completed to date.

Parma Town Park Splashpad – Following the completed site engineering and several mobilization meetings, work has begun over the past month, and we have made great progress as

you may have noticed. Our goal is to continue to work diligently through the spring and have an official opening date to announce soon.

Parma Town Park Campus Site Plan - Over the past month, we have worked with LaBella Associates to make several adjustments/additions outside of the initial scope. Work on the plan continues as follows:

- Further Conceptual Site Plan Adjustments (Complete)
- Full Draft Plan Development
- Draft Plan Shared for Review
- Steering Committee Meeting #3
- Draft Plan Town Board Proposal

Miscellaneous

- **America 250** – We continue to work with the Historical Society and other community stakeholders to provide programming and education in celebration of the 250th Anniversary of the United States. Initiatives in progress at this time include:
 - Hilton-Parma’s Littlest Firecracker Onesies – A free onesie given to families with babies born in 2026 (preregistration is required).
 - Parma Hilton Time Capsule
- Advertisement for Vacant Commissioner Seat (Village Representative) – We are looking to add a Village Representative to the Parks and Recreation Commission and will be advertising in the coming weeks.

Code Enforcement Report

Ron Bragg reported they are receiving several property maintenance complaints that he and Jeff Champion are responding to.

Parkland project: Ron noted there has been no activity. Shari Pearce explained the project is on hold until the engineering fees that are due to the Village are paid.

Dunkin: Ron reported this project is moving slowly.

Permits for gas appliances: Ron stated at the February meeting, he asked the board about requiring permits for the installation of furnaces and water heaters to assure safety of installation. The board feels that this isn’t necessary as these appliances are typically professionally installed.

Resolution to amend the Fee Schedule as follows:

- Eliminate “Private” from Electric Vehicle Charger Installation.
- Add “Roof Sheathing Replacement”, permit requirement at a cost of \$25.00. Permits will not be required for surface replacement only, i.e.: shingles, membrane.

Motion made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Treasurer’s Report

Resolution To renew two CD’s that mature Wednesday, June 3rd, 2026, for 60 days at a rate of 3.47% with Canandaigua National Bank. Motion to approve made by Trustee Zabelny, seconded by Trustee Brower. Carried 5-0.

Resolution to authorize the Treasurer to open a CD with Canandaigua National Bank with a deposit of \$750,000 for 60 days 3.47% from the water checking account. Motion to approve by Mayor Fowler, seconded by Trustee Farell. Carried 5-0.

Resolution That pursuant to the existing franchise agreement and per Section 626 (1) of the Real Property Tax Law, a tax credit of \$165.86 is hereby granted to Time -Warner Cable for fiscal year 2025-26. Motion to approve made by Trustee Farrell, seconded by Trustee Attoma. Carried 5-0.

Resolution To raise the balance of the cash drawer from \$125 to \$150. This will help ensure that we have the proper dollars on hand to make change. Motion to approve made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Sales tax revenue: The Village received \$401,330.26 in sales tax revenue for the first quarter of 2026. This is \$33,267.64 less than the same quarter last year.

DPW Superintendent’s Report

The Village Board welcomed Dan Verace. He will be taking over as Superintendent when Jeff Pearce retires in July.

Resolution to review and approve the Environmental Assessment Forms, for the Stormwater Pond located at 167 Collamer Road. This was tabled and will be reviewed by the ZBA Chairman.

Resolution to increase the wages of Jason Chapin of \$1.00. Motion to approve made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Employee wages: A brief discussion took place regarding adjustment of wage scales. The DPW Superintendent, Village Manager and the Mayor will be meeting in the near future to review the current wage scales.

Manager/Clerk's Report

Vending machine lease: The board discussed this lease; there will be no change for 2026-2027.

Vehicle Use policy: Shari Pearce reported the policy has been reviewed by the Village's insurance company and attorney. Both entities agree with the policy as it was presented.

Resolution to approve the Vehicle Use policy as presented, motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 5-0.

Resolution to continue our participation in the self-insured Upstate NY Municipal Workers' Compensation Program. The Village Board hereby designates Shari Pearce as the Plan Director, Dan Verace as the Alternate Director and Danielle Kruger as the Plan Facilitator. Motion to approve made by Trustee Farrell, seconded by Trustee Brower. Carried 5-0.

Community Center Pointing: Chad McManus explained that the Village Engineer, MRB Group recommends to video inside the chimney, and address any issues after the pointing is complete. Shari Pearce recommends the bid for the project should be readvertised.

Resolution to authorize the DPW Superintendent to readvertise the bid for repointing the Community Center. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 5-0.

Resolution to approve entertainment for the July and August summer concert series at a rate not to exceed \$1200 per event. Motion to approve made by Trustee Zabelny, seconded by Trustee Farrell. Carried 5-0.

Workshop meeting: Shari Pearce recommends holding a workshop meeting to discuss the Village's liability insurance coverage on June 23rd. This is tentative and she will update the board on the progress.

Ambulance Tax District: Shari Pearce reported she hasn't received an update from the Village attorney, she will follow up with him.

2 Peach Blossom Road South: Trustee Farrell reported the tree is scheduled to be removed this week and will attempt to contact the property owner on June 3rd. The Village Manager will also follow up with the owner.

Boiler at Community Center: Shari reported \$50,000 was budgeted for phase 2 which are for control modules, the quote for this work is now \$70,000 for both boilers. Shari recommends that \$20,000 from the contingency fund.

Resolution to hire Mollenberg Betz at a cost of \$69,552. The Treasurer is authorized to take \$19,952 from contingency for boiler phase 2 repairs. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 5-0.

Resolution to authorize the use of the DPW lawn area at 50 Henry Street, for Apple Fest volunteer parking October 3rd and 4th; the area will be stiped on or about September 24th, weather permitting. Motion made by Mayor Fowler, seconded by Trustee Farrell. Carried 5-0.

Mayor Fowler and the Village Manager met with the Chairperson of the Apple Fest, there will be no changes to the configuration of their space (Room 202).

Board Member Reports

Mayor Fowler met with the Hilton Central School District, the Fire Department and the Sheriff's Department regarding a recent incident on West Avenue. This triggered a lockdown at Village Elementary, Quest and Merton Williams schools. Mayor Fowler confirmed the school's administration has the proper Village contact numbers for notifications in the future.

Adjournment

Motion to adjourn at 8:48 made by Mayor Fowler, seconded by Trustee Farrell. Carried 5-0.

Respectfully Submitted,

Amy Harter
Deputy Clerk

Village of Hilton Vehicle Use Policy (Including Approved Lite-Personal Use)

1. Purpose

The purpose of this policy is to establish guidelines for the authorized use of Village of Hilton vehicles by Village employees. Village vehicles are primarily provided for official Village business; however, limited lite-personal use may be permitted when specifically approved and conducted in accordance with this policy.

2. Authorized Drivers

Only approved Village of Hilton employees with a valid driver's license may operate Village vehicles. Under no circumstances may non-employees (including spouses, children, relatives, or friends) operate Village vehicles.

3. Official Use

Village vehicles shall be used primarily for official Village business. All use must align with the employee's job duties and the operational needs of the Village.

4. Approved Lite-Personal Use

The Village may allow approved employees limited lite-personal use of Village vehicles. Lite-personal use must be pre-approved in writing by the Village Mayor or authorized designee and may be revoked at any time.

5. Definition of Lite-Personal Use

Lite-personal use is limited, incidental personal use that occurs in connection with travel to and from work and does not materially increase risk or cost. Examples include brief stops at a store or pharmacy while commuting, attending a medical appointment immediately following a workday, or transporting children to and from school or childcare. Extended, recreational, or unrelated personal travel is not permitted.

6. Liability Disclaimer

When operating a Village vehicle for approved lite-personal use, the Village of Hilton assumes no liability for any injury, accident, damage, or loss. The employee may be held personally responsible to the fullest extent permitted by law.

7. Safety and Legal Compliance

Seat belts must be worn at all times by all occupants. Drivers must comply with all New York State and local traffic laws and regulations. Unsafe, reckless, or unlawful operation of a Village vehicle may result in disciplinary action.

8. Monitoring and Enforcement

The Village reserves the right to monitor vehicle use during business and non-business hours. Violations of this policy may result in warnings, revocation of vehicle privileges, or disciplinary action up to and including termination of employment.

9. Acknowledgment and Approval

Employee Name: _____

Employee Signature: _____ Date: _____

Mayor Approval: _____ Date: _____

Lite-Personal Use Approved: Yes No

Concerned Resident
(Apt. 120)

June 1, 2026

In Moving into this Senior Living (Community) Apts
I thought the last chapter of my life was going
to be enjoyable (friendly) environment. It HAS
been quite the opposite. I have meant some
very nice friendly people here but the general
environmental atmosphere is negative.
You would think people would be appreciative
and happy to be living in such a nice place
The notice sent out on MAY 15 to all residents
hit the mail on the head - (Noise, Keeping the
Laundry Room CLEAN the way you found it)
Be courteous to your neighbors Treat your
neighbors the way you would want to be
treated. ^

P.S. The Flower Pots look fantastic

J.B. 585-474-4458

I hope this beautiful Apt. Complex does
not turn into a glorified SHELTER