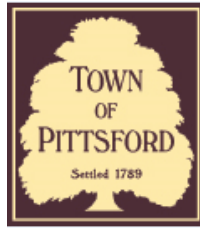


SUPERVISOR
William A. Smith, Jr.



COUNCIL MEMBERS
Kate Bohne Munzinger, Deputy Supervisor
Kevin Beckford
Cathy Koshykar
Stephanie Townsend

Tuesday, September 15, 2020 – 6:00 pm
Pittsford Town Hall, 11 So. Main Street

Page 1 of 2

Call to Order
Pledge of Allegiance

Minutes
Minutes of Meeting of September 1, 2020

Legal Matters
Public Comment
Empire Pipeline Encroachment Agreement (Bridleridge Farms)

Financial Matters
Public Comment
Municipal Solutions Agreement
Supervisor's Report and Board Discussion on Budget Planning for 2021
Transfers
Vouchers
Surplus

Operations Matters
Public comment
Selection of Community Solar Program – Discussion

Personnel Matters
Public Comment
Hiring Resolution

Public Comment

Executive Session
To discuss employment history of several particular persons

Other Business
Adjournment

MEETING IS AT TOWN HALL

Instructions for online viewing and offering comments on attached page 2

PUBLIC MEETINGS OF THE TOWN BOARD at TOWN HALL NOW RESUME

Attending in Person

For seating, chairs in the Town Board meeting room will be placed 6 feet apart, in accordance with COVID protocols. In addition:

- You must wear a mask when entering, exiting or moving about the room during the meeting
- The State requires everyone attending to sign in with name, address and phone number. This is for the purpose of contact tracing, should the need arise.

Comments: As always, any Pittsford resident may offer comments at the designated portions of the meeting, by signing up to comment when you sign in at the COVID sign-in station. You will be called to comment at the appropriate time.

Viewing from Home

1. Live

The Town Board meeting will stream live through our cable access station's streaming portal. Please use the following link:

<https://videoplayer.telvue.com/player/FcgTLOOYMCGU6WlccUApyUL3twz4dm9V/stream/819?fullscreen=false&showtabssearch=true&autostart=true>

You can watch on any computer, tablet, smart phone or web capable TV. If you log in before the meeting starts and see an error message, refresh your screen at 6:00pm when the board meeting starts and you can view the meeting live while it is happening.

Comments: Any Pittsford resident can submit a comment:

- at any time before 2:30pm on the day of the meeting (a) by email to comments@townofpittsford.org; (b) by submitting it in writing, through the drop slot to the right of the front door at Town Hall (11 South Main Street); or (c) by U.S. Mail to the Town Clerk, for receipt no later than 2:30pm on the day of the meeting;

and, in addition,

- at any time **during** the meeting by email to comments@townofpittsford.org
- All comments submitted must include the name and street address of the commenter. Comments from residents will be read by the Town Clerk at the appropriate point of the meeting.

2. On-Demand Video

As always, video will be uploaded to our cable access station's streaming portal within 48 hours of the meeting. It is available on demand. You can see it here:

<https://videoplayer.telvue.com/player/FcgTLOOYMCGU6WlccUApyUL3twz4dm9V/stream/690?fullscreen=false&showtabssearch=true&autostart=true>

Minutes of the Town Board for September 1, 2020

**DRAFT
TOWN OF PITTSFORD
TOWN BOARD
SEPTEMBER 1, 2020**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, September 1, 2020 at 6:00 P.M. local time in Pittsford Town Hall.

PRESENT: Supervisor William A. Smith, Jr.; Councilmembers Kevin Beckford, Cathy Koshykar, Katherine B. Munzinger and Stephanie M. Townsend.

ABSENT: None.

ALSO PRESENT: Staff Members: Spencer Bernard, Chief of Staff; Jessie Hollenbeck, Recreation Director; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk, Suzanne Reddick, Assistant to Supervisor, and Shelley O'Brien, Communications Director.

ATTENDANCE: There were two (2) members of the public in attendance, two (2) additional staff member(s) and an interpreter.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M., inviting Deputy Supervisor Munzinger to lead in the Pledge to the Flag. The Town Clerk noted all Town Board members present. The Town has an ASL interpreter present and available should anyone at the meeting need this service.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Smith announced that although space is limited given the need to create social distancing for those wishing to attend in person, the Town has now installed and is conducting this and future meetings with live streaming to the public for all to view and the public can submit comments to the board in real time throughout the meeting.

**MINUTES
PUBLIC COMMENT**

No public comments were offered regarding the Minutes of the August 18, 2020 Town Board meeting.

Town Clerk Dillon addressed the Town Board, noting that for the sake of good order, common practice and consistency, she would like to request that the board continue in its practice of review and approval of the Minutes, incorporating the approval of the July 21 and August 4 minutes into the approval process for the Minutes of August 18, 2020.

MINUTES OF THE JULY 2, AUGUST 4 AND AUGUST 18, 2020 MEETING APPROVED

Thereafter, a Resolution to approve the Minutes of the July 2, August 4 and August 18, 2020 meetings were offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Meeting Minutes of the July 21, August 4 and August 18, 2020 are approved as written.

Minutes of the Town Board for September 1, 2020

LIVE STREAMING TOWN BOARD MEETINGS INFORMATION

Communications Director, Shelley O'Brien, addressed the Board regarding the new process for the Live Streaming and recording of the Town Board meetings. She reviewed some housekeeping information including continued availability of the ASL Interpreter, asking those who need interpretation to please submit a request for it prior to the meeting, by email to: comments@townofpittsford.org. You can request an ASL interpreter up to the start of the meeting.

The town will continue to post the recording of each meeting will be posted to the website for viewing within 24-48 hours following the meeting. Starting with this meeting these recordings will be closed-captioned for the hearing impaired.

LEGAL MATTERS

PUBLIC COMMENT

No public comments were offered regarding Legal Matters before the Town Board.

NEW STATE SCHEDULE FOR TOWN RECORD RETENTION LGS-1 ADOPTED

Upon a brief background and explanation by the Town Clerk regarding the need to adopt the updated new version of the Schedule for Record Retention, the LGS-1, recently published by the New York State Archives, a resolution to adopt the new NYS LGS-1 Record Retention Schedule was offered by Deputy Supervisor Munzinger, seconded by Councilmember Beckford, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board of the Town of Pittsford adopts the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and be it further

RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

FINANCIAL MATTERS

PUBLIC COMMENT

No public comments were offered regarding Financial Matters.

SURPLUS INVENTORY APPROVED

A Resolution to approve the list of Surplus Inventory submitted as recommended was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following list of Surplus Inventory was approved to be removed from Town's inventory:

Asset #	Year	Description	Department	Cost	Disposition
3082	1973	Index Table	Library	\$444.47	Junk

Minutes of the Town Board for September 1, 2020

3094	1973	Atlas Case	Library	\$340.88	Junk
3095	1973	Dictionary Stand	Library	\$125.17	Junk
15331	2005	Slat Back Chair w/ Arms	Library	\$276.81	Junk
15332	2005	Slat Back Chair w/ Arms	Library	\$276.81	Junk
15333	2005	Slat Back Chair w/ Arms	Library	\$276.81	Junk
15334	2005	Slat Back Chair w/ Arms	Library	\$276.81	Junk
15335	2005	Slat Back Chair w/ Arms	Library	\$276.81	Junk
15382	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15386	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15387	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15388	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15389	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15390	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15391	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15392	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15395	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15396	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15397	2005	Slat Back Chair w/ Arms	Library	\$275.39	Junk
15427	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15428	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk

Minutes of the Town Board for September 1, 2020

15429	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15431	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15433	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15434	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15435	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15437	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15438	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15440	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15453	2005	Slat Back Chair w/ Arms	Library	\$283.54	Junk
15454	2005	Slat Back Chair w/ Arms	Library	\$283.54	Junk

TOTAL: \$13,167.78

STAFF APPRECIATION DAY APPROVED

Supervisor Smith indicated that over the years, there has always been a Town-wide breakfast meeting held for staff. Given the current pandemic conditions, it is impractical to hold such a breakfast. Therefore, the Supervisor offered a Resolution to approve funding for lunch for all staff members for a Staff Appreciation Day, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that in lieu of the annual Town-Wide Meeting, expenditure not to exceed Two Thousand Dollars (\$2,000.00) be and hereby is approved, to provide a lunch for all Town employees as part of a Staff Appreciation Day.

OPERATIONAL MATTERS

PUBLIC COMMENT

Ann Slocomb commented regarding CCA and community solar.

RATIFICATION OF CONTRACT WITH CONSTELLATION NEW ENERGY INC. FOR ELECTRICITY SUPPLY APPROVED

As reviewed and presented to the Board at the previous meeting, a Resolution to approve a contract for electricity with Constellation New Energy Inc. for electricity supply was offered by Supervisor Smith, seconded by

Minutes of the Town Board for September 1, 2020

Councilmember Beckford, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the contract for electricity between the Town of Pittsford and Constellation New Energy Inc., in the form attached hereto and executed by the Supervisor consequent to approval indicated by a majority of the Board, be and hereby is in all respects confirmed, ratified and approved.

COMMUNITY SOLAR DISCUSSION

Town Board discussed the two proposed administrators for a Community Solar program – Joule Assets/Roctricity and Power Management. Each made a presentation to the Board at the August 18 Town Board meeting.

Councilmember Townsend indicated that there is not a lot of difference between any one of the providers because they are so heavily regulated by the state, but, she continues to have a preference for Joule Assets because of the very local organizing, customer support and the existing relationship with them through the work with CCA. Unless there is real data that someone has to distinguish a difference between the two organizations, she would have a preference to Joule and would like to move forward with this initiative as soon as possible.

Deputy Supervisor Munzinger concurred with Councilmember Townsend that there is not a significant difference between the two companies. However, she recognizes the long-standing, over 10 year relationship that the Town has had with Power Management, indicating her support for Power Management. She also noted that Power Management is also local, in Victor, and that she believes that the presenter, and possibly the owner, is a Pittsford resident.

Councilmember Beckford expressed his support for Joule, indicating the local aspects and our ability to learn more about Joule through the CCA relationship. Councilmember Koshykar concurred with Councilmembers Beckford and Townsend's comments and her preference to Joule. She indicated that Power Management did not indicate having any municipal experience with solar energy. However, Joule is currently working with the Town of Geneva.

Supervisor Smith referred to his support of Joule as CCA Administrator. He noted Power Management's presentation at the last Town Board meeting where Power Management presented bids it had received for contracts of varying duration to supply electric power to the Town's operations from 100% renewable sources. He noted that these bids very nearly met the price benchmark the Board had set for the recent CCA bids. By contrast, the bids obtained by Joule/Roctricity for CCA substantially exceeded the benchmark, which is why the Town is not going forward now with its proposed CCA program. Power Management obtained bids of \$0.03954/ kWh for a 12-month contract and \$0.03935 for a 24-month contract. In the CCA bidding Joule/Roctricity obtained bids of \$0.04720 / kWh for a 12-month contract and \$0.04928 for a 24-month contract. He continued, that this suggests that Power Management, as a professionally-run business with long experience, has a much broader and deeper network of electricity suppliers than Joule/Roctricity, letting it obtain better rates. He noted that the Town has had a successful business relationship with Power Management for over 10 years. For these reasons he would support Power Management for community solar.

Further discussion included Councilmember Townsend's suggestion that the Town ask each organization for its estimate of the rate they believe they could obtain for Pittsford residents signing up for Community Solar. The Supervisor agreed. The Board will review this information and intends to make a decision at the next Board meeting. All Board members agree that they would like proceed promptly with Community Solar.

PERSONNEL MATTERS PUBLIC COMMENTS

No public comments were offered.

Minutes of the Town Board for September 1, 2020

HIRING RECOMMENDATIONS APPROVED

Following review of new hire recommendations submitted to Town Board by the Personnel Director, Councilmember Townsend offered a motion to approve the new hires, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

RESOLVED, that the Town Board approves the new hires for the following employees:

Name	Department	Position	Rate	Effective Date
Hayes Wallman	Town Clerk	Data Entry Clerk/ Deputy Town Clerk – FT	\$23.12	08/24/2020
Brian Perry	Maintenance	Cleaner II – PT	\$13.50	08/28/2020
Megan Maher	Recreation	Assistant III – PT	\$13.43	09/08/2020
Jessica Tantalo	Library	Clerk – PT	\$16.46	09/14/2020

OTHER BUSINESS

CHILDHOOD CANCER AWARENESS MONTH

Supervisor Smith announced that the following Proclamation was being made and signed by the Town Board this evening. The Proclamation reads as follows:

Town of Pittsford Proclamation

September, 2020

CHILDHOOD CANCER AWARENESS MONTH

Whereas, September is Childhood Cancer awareness month, a time when childhood cancer organizations, families, and individuals raise awareness and funds in honor of and in memory of those young lives affected by or cut short by cancer; and

Whereas, according to the American Childhood Cancer Organization, an estimated 15,780 children, from infants to age 19, are diagnosed with cancer each year in the United States, and cancer remains the number one cause of death by disease for children in the U.S.; and

Whereas, in 2019 there were 52 children in the Rochester area diagnosed with cancer, and we lost 8 little fighters to cancer last year; and

Whereas, there are children and families battling this disease here in Pittsford; they face each day with incredible strength and courage – their fight, their hope, their resilience, is an inspiration to all; and

Whereas, hundreds of non-profit organizations at the local and national level, including the C.U.R.E Childhood Cancer Association in the Rochester area, are helping children with cancer and their families cope by providing educational, emotional and financial support, and funding research efforts; and

Whereas, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure.

Now, Therefore, Be It Known, the Pittsford Town Board is honored to help raise awareness about childhood cancer and seeks to honor and remember those affected by it as we proclaim the month of September as Childhood Cancer Awareness Month in Pittsford; and

Be it Further Known, we encourage all Americans to observe Childhood Cancer Awareness Month and support this cause that so deeply impacts families here in Pittsford and in every community across our country and throughout the world.

CHILDCARE AT OUR RECREATION CENTER

Supervisor Smith indicated that with regard to childcare needs and services, given that the Town’s Recreation Center currently has flexibility and capacity for additional childcare needs, the Town has offered space to the

Minutes of the Town Board for September 1, 2020

school district and school staff, if there is a need, given the current pandemic situation and possible needs for childcare for teachers and/or staff. The Town is waiting to hear back from the school district.

JOINT MEETING FOR THE ACTIVE TRANSPORTATION PLAN

Supervisor Smith indicated that we continue to be on hold for formal adoption of the Active Transportation Plan, pending Village completion of its review.

OTHER BOARD DISCUSSION

Councilmember Koshykar inquired about having a board member to review the Hiring Recommendations prior to the meeting. Supervisor Smith noted that the Personnel Director was not present at tonight's meeting and should be consulted.

PUBLIC COMMENTS

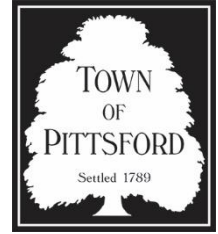
Comments were offered by Mary Moore and Kendra Evans.

As there was no further business, the Supervisor adjourned the meeting at 6:43 P.M.

Respectfully submitted,

Linda M. Dillon
Town Clerk

MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: September 10, 2020

Regarding: Empire Pipeline Encroachment Agreement (Bridleridge Farms)

For Meeting On: September 15, 2020

Ladies and Gentlemen:

You will recall that the Town Board has already approved a sanitary sewer district extension for the Bridleridge Farms residential subdivision project proposed for the southwestern portion of the Town fronting on the west side of Clover Street, just south of the NYS Thruway.

In order to build that sewer, the developer needs to bore beneath and cross under the natural gas pipeline owned by Empire Pipeline, Inc. which runs parallel to and just north of the NYS Thruway. Empire Pipeline has an easement for its pipeline, and it requires the Town, as underlying fee owner of the property where the sewer will cross the pipeline and the eventual owner of the sewer, to enter into an agreement with Empire Pipeline to allow the Town to encroach on its easement to build the sewer. Such an agreement is a public safety measure which protects both Empire Pipeline and the Town.

Submitted herewith for your review and approval is a proposed Encroachment Agreement between the Town and Empire Pipeline which will allow the Town to encroach on Empire's pipeline easement for the sewer installation.

Should you wish to approve the Encroachment Agreement, I suggest the following resolution:

RESOLUTION

I move that the proposed "Encroachment Agreement" between the Town and Empire Pipeline to allow the Bridleridge sewer extension to cross under the gas pipeline be approved, and that the Town Supervisor be authorized to execute the Agreement.

ENCROACHMENT AGREEMENT

THIS AGREEMENT is made and entered into on this ____ day of _____, 2020, by and between Empire Pipeline, Inc., a New York corporation having an office at 6363 Main Street, Williamsville, New York 14221 ("EMPIRE") and Town of Pittsford, 11 South Main Street, Pittsford, New York 14534 ("LANDOWNER").

WHEREAS, EMPIRE has an existing right-of-way and easement 50' in width within which is constructed a single natural gas transmission line (Empire Pipeline); said easement recorded on the 7th of July, 1993, in Liber 8357 of Deeds, page 51 in the Monroe County Clerk's Office, State of New York; and said easement is located in the Town of Pittsford, North of New York State Thruway I-90 and East of Pittsford-Henrietta Town Line (SBL: 177.03-2-32); and

WHEREAS, LANDOWNER is the current owner of the property in fee simple and has requested permission to encroach over and across EMPIRE's right of way on the property; and

WHEREAS, LANDOWNER'S encroachment may not compromise, in any manner whatsoever, the integrity and safe operation of the pipeline and related facilities;

NOW, THEREFORE, for One and no/100 (1.00) Dollars and/or other good and valuable consideration of the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. EMPIRE hereby agrees that LANDOWNER shall be permitted to cross EMPIRE's facilities with a Sanitary Force-Main Sewer Line as detailed in Exhibit "A", attached hereto and made a part hereof. These facilities shall be installed under EMPIRE's Twenty-Four-inch (24") natural gas high-pressure pipeline with a minimum of twelve inches (12") of vertical clearance so as not to interfere with the pipeline and cathodic protection equipment. These facilities are not to be placed parallel to any pipeline within EMPIRE's right of way. It is hereby understood that no land or land rights are conveyed by this Encroachment Agreement. LANDOWNER shall reimburse any additional cost incurred by EMPIRE to maintain or operate its pipeline and facilities due to this Encroachment provided, however,

- a) The encroachment may not be replaced, moved, enlarged or expanded without the prior written consent of EMPIRE, which consent may not be unreasonably, withheld;
- b) While, except in the event of an emergency, EMPIRE agrees to take commercially reasonable precautions in an attempt to avoid unnecessary damage to the encroachment; and the LANDOWNER shall hold EMPIRE, and its affiliates, employees, contractors and agents harmless as to any damage caused to the encroachment that is not directly caused by EMPIRE, its affiliates, employees, contractors and agents; and
- c) Other than the permitted encroachment, LANDOWNER shall have no right to erect, construct or install structures or other improvements within EMPIRE's right of way. No future improvements, construction, repair or maintenance within the right of way

shall be undertaken without the prior written consent of EMPIRE, which consent may not be unreasonably withheld.

- d) Prior to construction, LANDOWNER must contact EMPIRE's Foreman at telephone # 716-941-5234.

2. LANDOWNER acknowledge that they have received a copy of Empire Pipeline, Inc.'s "Pipeline Encroachment Manual" which is incorporated herein by reference, and further agree to comply with and to be bound by the terms and conditions of said manual including the construction requirements that are hereby set forth as Exhibit "B", attached hereto and made a part hereof.

3. When used herein, the term "pipeline" shall mean any and all EMPIRE pipelines and facilities located on LANDOWNER's property.

4. After construction of this Sanitary Force Main Sewer Line is complete, the LANDOWNER agrees to mark the encroachment on site and provide EMPIRE with a map to scale, showing the encroachment in relationship to EMPIRE's pipeline and right of way.

5. LANDOWNER shall neither obstruct nor interfere with EMPIRE's access to its pipeline at any time.

6. EMPIRE will stake the above-referenced pipeline upon the request of the LANDOWNER. However, before any excavation or demolition work can be performed, the LANDOWNER must contact the One Call Notification System appropriate for this location. Excavation work includes, but is not limited to: augering, backfilling, blasting, boring, digging, ditching, drilling, driving-in, grading-in, plowing-in, trenching, tunneling and logging activities.

7. If at any time during encroachment construction or activities, EMPIRE determines, at its sole discretion, that the integrity or safe operation of the pipeline is being compromised, LANDOWNER agrees that immediately upon receiving notice (either oral or written) from EMPIRE, LANDOWNER will cease all such compromising activity on the right of way. Activity on the right of way may not resume until EMPIRE gives the LANDOWNER written notice to proceed.

8. No excavation or change of grade, except for those referenced in Exhibits A and B, is permitted on EMPIRE's right of way without the express consent of EMPIRE.

9. LANDOWNER shall indemnify, save harmless, and undertake the defense of EMPIRE against any and all claims, demands, liens, actions, causes of action, suits and recoveries of every kind and description; against all loss, cost and damage, including, without limitation, attorneys' fees and costs, and shall accept all loss, cost and damage on account of, or arising out of personal injuries or death to LANDOWNER's employees or others, or property damage suffered by LANDOWNER and his employees or others, arising from the negligence or intentional conduct of LANDOWNER's employees or agents.

10. LANDOWNER agrees to reimburse EMPIRE for any and all damage to its pipeline as well as any loss of natural gas, where such damage or loss occurs as a result of LANDOWNER's and/or his contractors' activities.

11. LANDOWNER and/or any and all of his contractors (including subcontractors) shall furnish insurance listed below. Insurance shall be placed with insurance carriers acceptable to EMPIRE. Any insurance carrier providing such insurance must have at least an A- rating as defined by A. M. Best. LANDOWNER and/or his contractors shall maintain this insurance during any period of time that work is being performed on EMPIRE's right of way. In addition, if insurance is written on a "claims-made" basis, such insurance shall be maintained by LANDOWNER and/or LANDOWNER's contractors for a minimum period of three years after the completion of the encroachment construction or works. LANDOWNER and/or LANDOWNER's contractors may elect to extend the discovery period under the existing policy for not less than three years.

LANDOWNER and/or LANDOWNER's contractors, and any subcontractors, shall have EMPIRE named as an additional insured under the insurance policies required below (with the exception of the workers' compensation policy), including any excess or umbrella policies, for ongoing/current and completed operations. The coverage must be provided on a primary non-contributing basis and the limits will be exhausted before any other insurance is to apply.

LANDOWNER and/or LANDOWNER's contractors shall require all subcontractors to the extent such are permitted, to furnish insurance listed below and such insurance shall be in accordance with all requirements of this section.

Each insurance policy required by this section shall contain a waiver of the right of subrogation, as well as the right of set off and any right of deduction, by the respective underwriter(s) of such policy, and shall be endorsed to provide for severability of interest, cross liability or cross suit protection, so that each insured is treated separately under the policy. The waiver of the right of subrogation, setoff and deduction shall also extend to parent companies, subsidiaries and affiliates of EMPIRE and the officers, directors, agents, and employees of such entities. These provisions must survive expiration, termination or cancellation of this Agreement.

Insurance required:

Workers' Compensation and Employer's Liability Insurance - Contractor or subcontractor, shall maintain Workers' Compensation and Employer's Liability Insurance of the state in which the services are to be performed.

- a. Contractor shall determine if the work to be performed under this Contract requires coverage by any Federal Compensation statutes including, but not limited to, the Longshoremen's and Harbor Workers' Compensation Act or Jones Act and provide such coverage.

- b. The Commercial Umbrella and/or Employer's Liability limits must be in an amount not less than the amount for each accident included in the workers' compensation policy or separately obtained in those states that do not provide employer liability under the workers' compensation policy.

Commercial General Liability and Commercial Umbrella Liability Insurance - Commercial general liability insurance and commercial umbrella liability insurance with a combined limit for Bodily Injury and Property Damage of not less than \$5,000,000 each occurrence. Such insurance policies must include, at a minimum, coverage for contractual liability, personal injury and advertising, broad form property damage, premises/operations, independent contractors, and products and completed operations and shall remain in force for a period of at least 5 years after completion of the work. Contractor, and any subcontractors, shall have Company named as an additional insured including any excess or umbrella policies for ongoing/current and completed operations.

Business Automobile Liability and Commercial Umbrella Liability Insurance - Business automobile liability insurance and commercial umbrella liability insurance with a combined single limit of not less than \$5,000,000 each occurrence. Such insurance policies must include, at a minimum, coverage for owned, hired and non-owned vehicles and related equipment.

LANDOWNER and/or LANDOWNER's contractors or any subcontractors will not be permitted to bring their employees, materials, or equipment on the site until EMPIRE receives from LANDOWNER and/or LANDOWNER's contractors a copy of acceptable certificates of insurance. Such certificates shall state that the insurance carrier has issued the policies providing for the insurance specified herein, that such policies are in force, **that EMPIRE is an additional insured under the policies for ongoing/current and completed operations**, that all policies contain contractual liability coverage, and that the insurance carrier will give EMPIRE thirty (30) days prior written notice of any material change in, or cancellation of, such policies. If such insurance policies are subject to any exceptions to the terms specified herein, such exceptions shall be explained in full in such certificates. EMPIRE may, at its reasonable discretion, require LANDOWNER and/or his contractors to obtain insurance policies that are not subject to any exceptions. For such time as insurance is required under this Agreement, LANDOWNER and/or LANDOWNER's contractors shall provide EMPIRE with current certificates of insurance. At the request of EMPIRE, LANDOWNER and/or LANDOWNER's contractors shall provide EMPIRE with current copies of all insurance policies and related endorsements required under this section.

Failure to maintain the insurance coverage provided herein during any period of time that LANDOWNER and/or his contractors are working on EMPIRE's right of way shall constitute a breach of the Agreement. It is the LANDOWNER's obligation to provide EMPIRE with current certificates of insurance.

12. This Agreement will remain in effect for as long as the encroachment is present on EMPIRE's right of way.

13. In the event of ambiguity or conflict between the terms of this Agreement and the terms of any a) exhibit or attachment hereto, b) EMPIRE's Encroachment policy, or c) a writing supplied by LANDOWNER; the terms of this Agreement shall be controlling.

14. The terms, covenants, and provisions of this Agreement shall extend to and be binding upon the heirs, executors, administrators, personal representatives, successors, and assigns of the LANDOWNER.

IN WITNESS WHEREOF, the parties hereto have made and entered into this Agreement on this ____ day of _____, 2020, with the intent to be legally bound.

WITNESS:

LANDOWNER:
Town Of Pittsford

By: _____
William A. Smith, Jr. - Town Supervisor

EMPIRE PIPELINE, INC.

By: _____
Ronald C. Kraemer, President

STATE OF NEW YORK)
COUNTY OF _____) SS:

On the _____ day of _____, 2020, before me the undersigned, a notary public in and for said state, personally appeared William A. Smith, Jr. personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity (ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

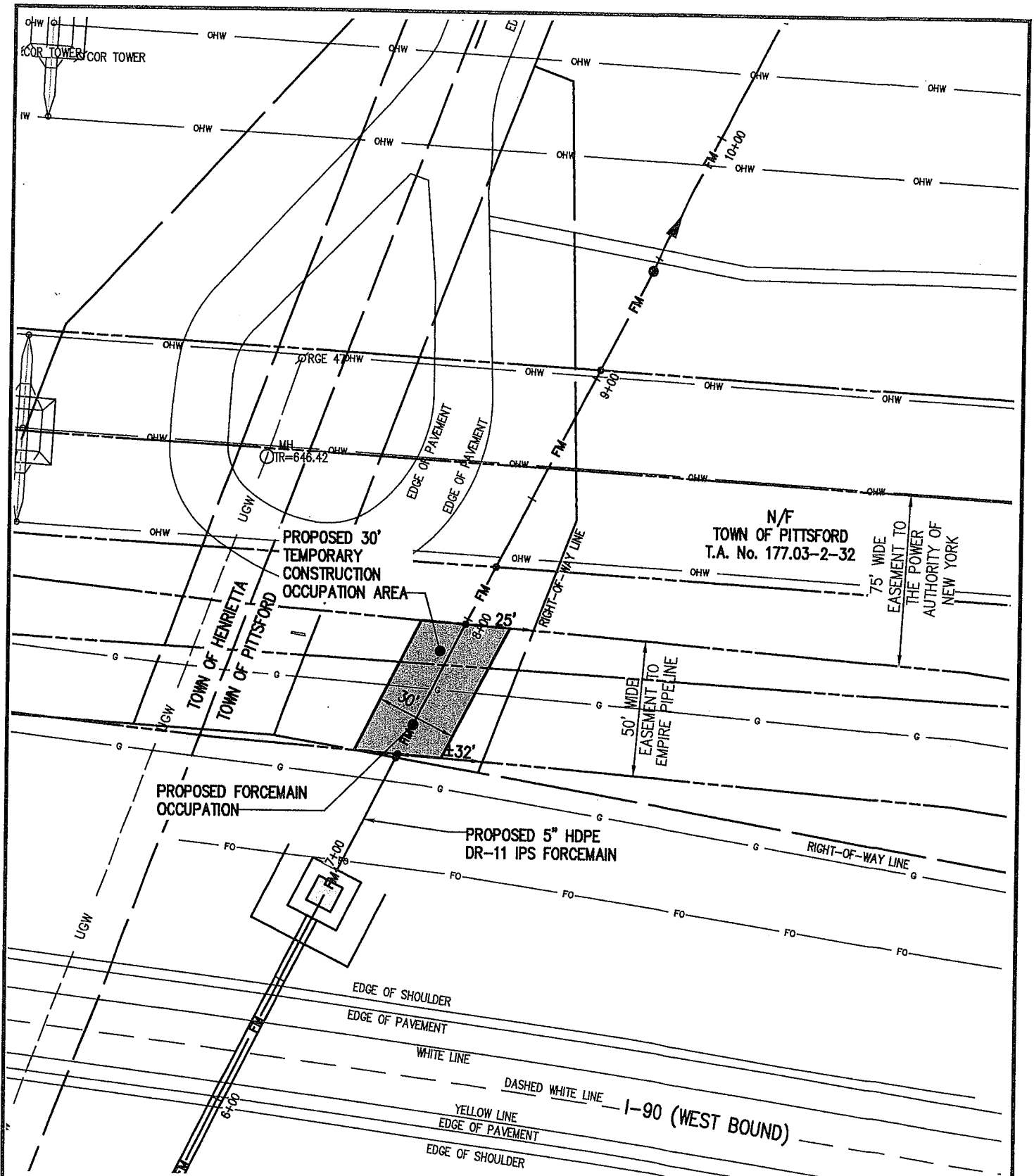
Notary Public

STATE OF NEW YORK)
COUNTY OF ERIE) SS:

On the _____ day of _____, 2020, before me the undersigned, a notary public in and for said state, personally appeared Ronald C. Kraemer 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.

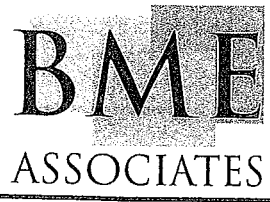
Notary Public

Exhibit A



Date: 7/24/2020

Project #: 2165SA



BRIDLERIDGE FARMS OFF-SITE SEWER
 EMPIRE EASEMENT EXHIBIT
 Town of Pittsford, Monroe County, New York
 P:\2165SA\Drawings\Final\2165SA - Offsite Sewer Design Base.dwg



Scale:
 1"=300'
 FIGURE 1

Exhibit "A"



The following list of construction requirements must be met when working near EMPIRE facilities. Please direct questions to the Henrietta Field Office at (585) 321-1560, P. O. Box 409, Rush, New York 14583.

1. EMPIRE'S standard right-of-way width is 50 feet, unless otherwise stipulated.
2. EMPIRE must be notified in advance through Dig Safely New York at least 2 working days (see page 13 for the phone number) prior to any construction, excavation, demolition, blasting, pile driving, or vibratory equipment operation near EMPIRE facilities. EMPIRE will have personnel stand-by while these activities take place near our facilities.
3. Maintain a minimum distance of 25 feet between EMPIRE pipelines, cathodic protection, other facilities, and any permanent structure such as a building or house.
4. No "temporary" storage sheds will be allowed within 25 feet of EMPIRE pipelines.
5. No excavations, change of grade, or water impoundment within the rights-of-way are to be made without the express written consent of EMPIRE.
6. No trees or bushes that exceed 5 feet in height will be allowed within the 50-foot pipeline right-of-way. Smaller bushes that do not exceed 5 feet in height will be allowed within 10 feet of the pipeline. No permanent plantings of any type is permitted within 10 feet of the pipeline.
7. **The right-of-way may be crossed, under certain conditions, by roads, railroads, streets, and utility lines. However, these facilities are not to be placed parallel to, along or within EMPIRE'S rights-of-way. To accommodate such facilities across the pipeline or to accommodate any allowable change of grade or excavation, EMPIRE, in many instances, will be required by federal regulations and company requirements to alter its pipeline facilities. EMPIRE will require that the party seeking to encroach assume the financial obligation of any such required alteration or adjustment.**
8. Maintain a minimum of 60 inches of cover over any EMPIRE pipeline at the crest of any road, 42 inches at a driveway, and 36 inches in a drainage ditch.
9. No heavy equipment is to be moved across the right-of-way prior to notifying the District Manager and obtaining his approval.

Exhibit "B" cont.

10. For property development, three copies/sets of surveyor's plats of the subdivision or project, along with profiles based on actual pipeline elevation of any streets that will cross any EMPIRE pipelines must be furnished. From this and EMPIRE'S records, EMPIRE will determine if any conflict exists between the existing pipeline and the proposed project.
11. Paving may be permitted within EMPIRE rights-of-way. However, it must be kept to a minimum. Each paving proposal will be evaluated on its own merits. The landowner and/or developer will be required to pay for the installation of additional test leads and ground to soil test holes along the paved area to allow EMPIRE to monitor the integrity of its cathodic protection. Repairs to paved area will be at landowner and/or developer's expense.
12. In some cases, EMPIRE may require a grass or gravel island be left over the pipeline to allow a path for gas to vent in case of leakage.
13. Underground utilities crossing any EMPIRE pipeline must be installed below the pipeline where practical with a minimum of 12 inches of vertical clearance so as not to interfere with the pipeline. Utilities include sewers, drain lines, water pipes, gas pipes, underground electric or telephone cables, etc. These facilities are not to be placed parallel to any EMPIRE pipeline within EMPIRE'S right-of-way. Septic systems shall not be built on EMPIRE'S right-of-way. However, a solid non-leaching septic line may be placed across the rights-of-way provided it adheres to the 12 inches of clearance previously stated. Sandbag padding is to be installed between EMPIRE'S pipeline and any underground utility crossing.
14. Where possible, perforated agricultural field drain tile line crossings are to be installed perpendicular to and with a minimum of 12 inches of vertical clearance to any EMPIRE pipeline.
15. Any buried metallic structure within any EMPIRE right-of-way requires the installation of an interference test station. Proper notification needs to be made to EMPIRE Corrosion Engineering and Operations Departments to review the proposed project to see how this construction could adversely affect the cathodic protection of EMPIRE facilities.
16. Grading may be permitted over any EMPIRE pipeline, however a minimum of 36 inches finished grade (48" for agricultural land) must be maintained, as verified by our EMPIRE inspector. Grading equipment with ripping blades shall not be permitted to operate within EMPIRE's rights-of-way.
17. No vibrating equipment is permitted within 25 feet of any EMPIRE pipeline without prior submission of a plan of procedures for review and approval by EMPIRE'S Engineering Department.

Exhibit "B" cont.

18. Blasting near pipelines is at the contractor's risk. EMPIRE must be notified at least two weeks in advance if any blasting is to occur within 200 feet of our pipeline. No blasting is permitted within 200 feet of any EMPIRE pipeline without submitting a plan of procedures in accordance with EMPIRE'S Blasting Specifications. See Section 6 of this Manual.
19. Vibrating compactors must be monitored by an approved vibration consultant when operating within 25 feet of any EMPIRE pipeline.
20. No excavating within 25 feet of any EMPIRE pipeline with heavy equipment. Any excavation within 25 feet shall be done with a small backhoe. No trencher shall be allowed to excavate over the pipeline. Machine excavation is permitted within 5 feet of the Empire Pipeline. Hand digging is required within 2 feet of the pipeline. The on-site Empire personnel will determine if machine excavation is permitted within 2 to 5 feet of the pipeline. No loaded bucket shall be allowed to swing over the exposed pipeline. Most excavating will be dealt with on a job to job basis.
21. If any EMPIRE pipeline is to be exposed:
 - a) Any exposed unsupported pipeline sections must be supported by nylon slings and suspended from steel I-beams which are placed across the top of the ditch. The maximum unsupported length is 15 feet.
 - b) EMPIRE will stand by while the pipeline is exposed and shall be notified to inspect the pipeline prior to backfilling operations. Any damage to the pipeline coating will be repaired by EMPIRE at the contractor's expense prior to backfilling the ditch.
 - c) Select fill is required for the first foot of backfill over the pipeline.
 - d) Coal cinders or coal ashes shall not be used as backfill material.
22. Maintain a minimum of 25 feet between any EMPIRE pipeline and the base of any berm, for example, around a pond.
23. The contractor shall comply with the instructions of EMPIRE personnel regarding the procedures to be followed while working within the restricted zone.

MEMORANDUM

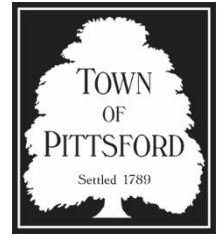
To: Pittsford Town Board

From: Brian Luke

Date: September 10, 2020

Regarding: Continuing Disclosure

For Meeting On: September 15, 2020



As an issuer of debt, the Town of Pittsford must supply the bond market with financial information on a timely basis. We have used Municipal Solutions, Inc. to provide these services in the past. Attached is a two year contract proposal for these services. I ask that the Town Board authorize the Supervisor to sign this agreement.

Be it resolved, that the Supervisor be authorized to sign an agreement with Municipal Solutions, Inc. for Continuing Secondary Market Disclosure services per SEC regulation.

**Municipal
Solutions, Inc.**
Municipal Financial Advisors

October 3, 2020

William Smith, Jr., Supervisor
Town of Pittsford
11 South Main Street
Pittsford, New York 14534

Dear Supervisor Smith:

When the Town of Pittsford issued certain bonds and notes with an Official Statement, it agreed to disclose information on a periodic and continuing basis to the investing public for the life of the issue, pursuant to the provisions of Securities and Exchange Commission (SEC) Rule 15c2-12, as amended (the "Rule"). This information is described in the Disclosure Undertaking section of the issue's Official Statement.

Municipal Solutions, Inc. is submitting this proposal to the Town to assist with Continuing Disclosure filings and regulations pursuant to the Rule, which supersedes any prior disclosure filing currently in place. This information must be disclosed through filings on the Municipal Securities Rulemaking Board's (MSRB) Electronic Municipal Market Access (EMMA) system, the Nationally Recognized Municipal Securities Information Repository (NRMSIR), in the following manners:

- **Limited Disclosure** – Annual Financial Statement filings are required for original Serial Bond issues over \$1,000,000 sold with an Official Statement.
- **Material Event Notice** – Filings are required anytime a material event occurs for any Bond Anticipation Note or Serial Bond issue sold with an Official Statement, whether over or under \$1,000,000. A listing of such Material Events can be found in each issue's Official Statement. These filings **MUST** occur with ten (10) days of such event per the Rule.
- **Full Disclosure** – Statements of Annual Financial Information and Operating Data are required to be prepared and filed for original bond issues over \$1,000,000 prepared with an Official Statement, if at the time of issuance, the Town had \$10,000,000 or more of outstanding debt.

If a municipality fails to complete the required filings on the MSRB EMMA website, it is very unlikely that underwriters will bid on any future borrowings due to potential fines by the Securities Exchange Commission.

The following filings can be completed by Municipal Solutions, Inc. as needed. Please review and indicate your preferences as to whether or not you wish Municipal Solutions, Inc. to post the required filings to EMMA on your behalf.

Municipal Solutions, Inc. is a Member of the National Association of Municipal Advisors

62 Main Street, LeRoy, NY 14482 Phone: 585-768-2136 Fax: 585-394-4092
2528 State Route 21, Canandaigua, NY 14424 Phone: 585-394-4090 Fax: 585-394-4092
www.municipalsolution.com

I. Transmission and electronic filing in a word searchable pdf format of the Town's **Limited Disclosure** of Annual Financial Statements and adopted budgets to EMMA.

The Town will provide full and complete copies of the annual adopted budget, annual update documents and/or audited annual financial statements to Municipal Solutions, Inc. within six (6) months of the subsequent fiscal year. If audited financial statements are prepared, but not available within the six (6) month period, the Town agrees to provide a copy of the annual update document to be filed within the six (6) month period, and to provide a copy of the audit within sixty days from the date of its receipt, but in no event, not later than the end of its next fiscal year.

The filing fee is \$225 per filing.

Yes, please file Annual Financial Statements and budgets on EMMA on our behalf.

No, we will file our own Annual Financial Statements on EMMA.

II. Preparation and filing of **Material Event Notices** on the MSRB EMMA website, including bond insurer downgrades, will be filed within 10 days of each event per the Rule.

The Town will notify Municipal Solutions, Inc. immediately upon the occurrence or immediately upon the Town's knowledge of an occurrence of each Event or noncompliance with the Rule, and will immediately provide all information necessary for preparation of the notice of occurrence of each such Event or noncompliance with the Rule.

The Town shall review and provide approval of the content and form of all material event notices, with the exception of the following: bond or note calls, defeasances, rating changes and other required material event notices required to meet timely notice requirements. These exceptions will be filed automatically on the Town's behalf, unless the Town has notified Municipal Solutions, Inc. otherwise in writing.

The filing fee is \$225 per filing.

Yes, please prepare and file Material Event Notices on EMMA on our behalf.

No, we will file our own Material Event Notice on EMMA.

III. Preparation and filing of Statements of Annual Financial Information and Operating Data for those towns subject to **Full Disclosure**. The statements will be prepared and filed on EMMA within six (6) months of the end of the fiscal year per the Rule.

In addition to the filings of the Annual Financial Statements included in Section I. above, the Town agrees to provide to Municipal Solutions, Inc. all information required for preparation of each Statement of Annual Financial Information and Operating Data no later than 30 days prior to the due date of each statement.

The Town shall have the sole responsibility for determining the disclosure to be made in all cases. The Town shall review and provide approval of the content and form of all the information contained within the Statement of Annual Financial Information and Operating Data.

A Full Disclosure filing is required by the Town at this time.

- Yes, please prepare and file Statements of Annual Financial Information and Operating Data on EMMA on our behalf. The fee is \$2,000.
- No, we will file our own Statements of Annual Financial Information and Operating Data on EMMA.

The Town agrees to hold harmless and to indemnify Municipal Solutions, Inc. and its employees from any and all claims, damages, losses, liabilities, reasonable costs and expenses whatsoever (including attorney's fees and expenses) which Municipal Solutions, Inc. may incur by reason of, or in connection with, disclosure information and the distribution of such information in the disclosure reports in accordance with this Agreement, except to the extent such claims, damages, losses, liabilities, costs and expenses results directly from Municipal Solutions, Inc.'s willful misconduct or gross negligence in the distribution of such information.

This contract shall become effective as the date of acceptance and remain in effect thereafter for a period of two (2) years from the date of issuance. This contract may be terminated with or without cause by the Town or Municipal Solutions, Inc. upon written notice to the other party. Upon acceptance of this proposal, please execute and return one copy to our LeRoy office located at 62 Main Street, LeRoy, New York 14482.

Municipal Solutions, Inc. is registered as a recognized municipal advisor with the Securities and Exchange Commission (MS ID #867-00383) and the Municipal Securities Rule Making Board (MS ID #K0173) as mandated by the Dodd-Frank Wall Street Reform and Consumer Protection Act (the Dodd-Frank Act).

We at Municipal Solutions, Inc. operate with a core value of honesty and integrity in all aspects of our business. We pride ourselves in our competent and friendly staff. We look out for our clients' welfare and our services go above and beyond what our contracts call for. We do our very best to keep costs down, while passing any savings realized back to our clients. If you have any concerns that are not addressed in this contract, we would be happy to discuss them with you at your convenience.

We look forward to our continued working relationship with the Town.

Sincerely,



Jeffrey R. Smith, President
Certified Independent Professional Municipal Advisor

JRS/kcs

**Town of Pittsford, New York
Contract Dated October 3, 2020
MSRB Continuing Disclosure Updates
and EMMA Filings
Accepted by:**

Signature: _____

Name/Title: _____

Date: _____

APPENDIX A

TOWN OF PITTSFORD, NEW YORK Contract Dated October 3, 2020 MSRB Continuing Disclosure Updates and EMMA Filings

DISCLOSURE OF CONFLICTS OF INTEREST

Municipal Securities Rulemaking Board Rule G-42 requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest.

We have determined, after exercising reasonable diligence, that we have no known material conflicts of interest that would impair our ability to provide advice to the Town in accordance with our fiduciary duty to municipal entity clients. The attached paragraphs outline areas of potential conflicts of interest we have reviewed to make this no material conflict of interest determination.

FORMS OF COMPENSATION AS POTENTIAL CONFLICTS

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

Fixed fee - Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

Hourly fee - Under an hourly fee form of compensation, the municipal advisor is paid an amount equal to the number of hours worked by the advisor times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum amount at the outset of the engagement, because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked. In some cases, an hourly fee may be applied against a retainer (*e.g.*, a retainer payable monthly), in which case it is payable whether or not a financing closes. Alternatively, it may be contingent upon the successful completion of a financing, in which case there may be additional conflicts of interest, as described below.

Fee contingent upon the completion of a financing or other transaction - Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Fee paid under a retainer agreement - Under a retainer agreement, fees are paid to a municipal advisor periodically (*e.g.*, monthly) and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis (*e.g.*, a fixed fee per month regardless of the number of hours worked) or an hourly basis (*e.g.*, a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded). A retainer agreement does not present the conflicts associated with a contingent fee arrangement (described above).

Fee based upon principal - Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities (*e.g.*, bonds). This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation.

From time to time Municipal Solutions, Inc. does provide municipal advisory assistance to surrounding municipalities including, but not limited to, the Town of Brighton, Village of Scottsville, Ridge Road Fire District and the Town of Webster. Municipal Solutions, Inc. is not aware of any material conflicts of interest that this relationship would bring to our fiduciary responsibility to the Town as of the date of this Agreement. If Municipal Solutions, Inc. becomes aware of any conflict of interest that could that could interfere with our fiduciary obligations to the Town, Municipal Solutions, Inc. will notify the Town that a conflict has been identified and we will meet with the Town to discuss the impacts of the conflict and possible methods to resolve the identified conflict areas.

RELIANCE ON OUTSIDE INFORMATION

In formulating our recommendations as it comes to the issuance of municipal securities, we often have to rely on information provided by outside sources such as engineering firms, architectural firms, CPAs, attorneys, and other professional entities, as well as the municipality itself. We must rely on the expertise and professional knowledge of these entities in that the information they are providing is reasonable and correct. As part of our fiduciary duty to our clients, we will do our best to make sure this is the case. If we feel that the information provided to us is inaccurate, inconsistent or incomplete, we will ensure to tell you before providing any recommendations based on the material.

LEGAL OR DISCIPLINARY EVENTS

Municipal Solutions, Inc. is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange

Commission (“SEC”) and the Municipal Securities Rulemaking Board (“MSRB”). As part of this registration we are required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Municipal Solutions, Inc. Pursuant to MSRB Rule G-42, Municipal Solutions, Inc. is required to disclose any legal or disciplinary event that is material to the Town’s evaluation of Municipal Solutions, Inc. or the integrity of its management or advisory personnel.

We have determined that no such event exists.

Copies of Municipal Solutions, Inc. filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC’s EDGAR Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Municipal Solutions, Inc. or for our CIK number which is 0001612999.

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

APPENDIX B

TOWN OF PITTSFORD, NEW YORK Contract Dated October 3, 2020

MATERIAL EVENTS

Events that ALWAYS must be disclosed:

- **Principal and interest payment delinquencies (even if 1 day late)**
- Unscheduled draws on debt service reserves reflecting financial difficulties
- Unscheduled draws on credit enhancements (ex. bond insurance) reflecting financial difficulties
- Substitutions of credit or liquidity providers (ex. Bond insurers), or their failure to perform
- IRS issuance of proposed or final determination of taxability or of a Notice of Proposed Issue (IRS Form 5701 TEB)
- Tender offers
- Defeasances
- **Rating changes (including insured rating changes)**
- Bankruptcy, insolvency, receivership or similar event of your municipality
- Default, event of acceleration, termination event, modification of terms or other similar events under a financial obligation of your municipality, if any such event reflects financial difficulties (effective February 27, 2019)

Events that must be disclosed IF MATERIAL:

- Adverse IRS tax opinions or other material notices of determination by the IRS with respect to the tax status of the Notes or Bonds (unless as described above) or other material events affecting the tax status of the Notes or Bonds
- Modifications to the rights of the Note or Bond holders
- Optional, unscheduled or contingent **Note or Bond calls**
- Release, substitution or sale of property securing repayment of the Notes or Bonds.
- Non-payment related defaults
- The consummation of a merger, consolidation or acquisition involving your municipality, or the sale of substantially of your municipality's assets, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions
- The consummation of a merger, consolidation or acquisition involving your municipality, or the sale of substantially of your municipality's assets, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions
- Appointment of a successor or additional trustee, or the change of name of a trustee
- **Incurrence of a financial obligation or agreement to covenants, events of default, remedies, priority rights or other similar terms of a financing obligation, any of which affect Note or Bond holders. This most likely means any bank loans, NYS Environmental Facilities Corporation loans, USDA Rural Development loans, installment purchase contracts, or energy performance contract leases your municipality issues (effective February 27, 2019).**

Budget Transfers

Be it resolved that the following budget transfers are approved:

That \$ 13,200.00 be transferred from 3.7410.1004.24.3 (Library Aides – Salaries) and \$ 2,524.00 be transferred from 3.7410.1002.1.3 (Library Clerical – Salaries) and \$ 3,940.00 be transferred from 3.7410.1001.1.3 (Library Professionals – Salaries) to 3.9050.8000.1.3 (Library – Unemployment) to cover unemployment insurance costs to date.

That \$ 31,325.00 be transferred from 1.7020.1008.1153.50 (Rec Program Swimming – Salaries) to 1.9050.8000.1.1 (Whole Town General Fund – Unemployment) to cover unemployment expenses to date.

That \$ 35,000.00 be transferred from 1.7020.1008.3228.55 (Rec Program Summer Fun – Salaries) and transferred to 1.1310.1000.1.1 (Finance – Salaries) to cover projected salaries.

That \$ 10,000.00 be transferred from 1.1990.4000.1.1 (Whole Town General – Contingency) To 1.1910.4300.1.1 (Insurance – Expense) to cover projected insurance costs through the end of the year.

That \$6,000.00 be transferred from 2.1990.4000.1.1 (Part Town General – Contingency) to 2.9010.8000.1.1 (Part Town General – Retirement) to cover the projected retirement payment for FY2020.

That \$ 2,000.00 be transferred from 3.9030.8000.1.3 (Library – Social security) to 3.9010.8000.1.3 (Library – Retirement) to the cover projected retirement payment for FY2020.

That \$5,000.00 be transferred from 6.9060.8000.1.6 (Sewer – Hospitalization) to 6.8110.1000.1.6 (Sewer Admin – Salaries) to cover projected salaries.

That \$ 5,000.00 be transferred from 6.9060.8000.1.6 (Sewer – Hospitalization) to 6.9010.8000.1.6 (Sewer – Retirement) to cover the projected retirement payment of FY2020.

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
SEPTEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
A. M. LEONARD, INC.	PJS	148275	CI20098038	POLE SAW	128.40
				VENDOR TOTAL	128.40
ACTION TELEPHONE EXCHANGE	PJS	148169	198008282020	AFTER HOURS ANSWERING SERVICE	227.09
				VENDOR TOTAL	227.09
ADMAR SUPPLY COMPANY, INC	PJS	148173	2049237-0001	FABRIC / STRING TRIMMER	339.99
				VENDOR TOTAL	339.99
AMERICAN EQUIPMENT LLC	PJS	148171	65938-05	EXCAVATOR RENTAL	3,780.00
				VENDOR TOTAL	3,780.00
AMERICAN ROCK SALT CO.	PJS	148316	0642719	36.08 TON	1,950.12
	PJS	148316	0642720	193.37 TON	11,505.50
	PJS	148316	0642690	40.80 TON	2,205.24
	PJS	148368	0642830	350.12	18,923.99
	PJS	148368	0642751	462.59	27,524.08
	PJS	148368	0642750	215.22	11,632.64
	PJS	148368	0642831	231.47	13,772.46
	PJS	148368	0642785	112.69	6,090.90
				VENDOR TOTAL	93,604.93
APPLIED MAINTENANCE SUPPLIES & SOLUTIONS	PJS	148241	7019532017	BOLTS/CLAMPS	116.27
	PJS	148331	7019635890	GREASE GUNS, CORE SOLDER, NYLON SPLIT LO	745.26
				VENDOR TOTAL	861.53
AUTO VALUE PARTS STORES	PJS	148130	538336	FREON	45.60
	PJS	148131	539635	ANTIFREEZE	59.94
	PJS	148097	544389/L	WINDSHIELD WIPERS	14.82

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
SEPTEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
AUTO VALUE PARTS STORES	PJS	148355	543695	ANTIFREEZE / LEHIGH STATION	59.94
				VENDOR TOTAL	180.30
AVILA - SMITH	BWL	148258	20200831	ASL INTERPRETOR SERVICES AT BOARD MEETIN	300.00
				VENDOR TOTAL	300.00
BAND PARTS PLUS	PJS	148102	813237	BALL JOINTS #420	160.44
	PJS	148102	813327	BALL JOINTS #420	83.94
	PJS	148102	813355	CREDIT	-83.94
	PJS	148185	813872	ABSORBANT	70.90
	PJS	148216	813604	422 POWER STEERING LINE	113.63
	PJS	148216	813716	CREDIT	-50.64
	PJS	148213	813576	TRANSMISSION FLUID	86.22
	PJS	148306	813967	MOWER BELTS	61.18
	PJS	148162	813212	OIL CHANGE FOR 501	19.85
	PJS	148083	812818	DIESEL ADDITIVE, BRAKE STUFF 332-2	208.61
				VENDOR TOTAL	670.19
BEAM MACK SALES & SERVICE	PJS	148314	326735R	#461 SENSOR	72.64
	PJS	148300	326695R	#461 OVERFLOW TANK	421.42
	PJS	148119	326135R	PURGE VALVE	104.65
				VENDOR TOTAL	598.71
BENEFIT RESOURCE INC	BWL	148226	582970	MONTHLY FSA ADMIN FEES: AUGUST	141.75
				VENDOR TOTAL	141.75
BINKLEY	BWL	148257	08192020	ASL INTERPRETOR SERVICES AT BOARD MEETIN	100.00
				VENDOR TOTAL	100.00

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
BLAIR SUPPLY CORP	PJS	148178	1243813	PIPE	345.56
	PJS	148175	1243813-1	PIPE	1,290.56
	PJS	148285	1244114	FERNCOS	94.77
VENDOR TOTAL					1,730.89
BSN SPORTS LLC	JRH	148209	909739390	DISPOSABLE ICE BAGS FOR AFTERSCHOOL	92.97
	VENDOR TOTAL				
CASELLA WASTE MANAGEMENT OF N.Y., INC.	PJS	148321	431496	30 YARD DUMPSTER	680.51
	VENDOR TOTAL				
CASTLE BRANCH INC	BWL	148260	0754325-IN	EMPLOYMENT SCREENING AUGUST	263.00
	VENDOR TOTAL				
CERTIFIED LABS	PJS	148371	7080931	GREASE	471.00
	VENDOR TOTAL				
CHAMPION ASPHALT MAINTENANCE	PJS	148167	07006	CONTRACTED PATCH WORK FOR ROADS	28,789.91
	VENDOR TOTAL				
CHASE CARD SERVICES	JB	148170	INV38742390	ZOOM STANDARD BIZ MONTHLY - 8/29/2020-09	239.90
	JB	148376	37014094	SURVEYMONKEY SUBSCRIPTION-ADVANTAGE ANNU	384.00
VENDOR TOTAL					623.90
CINTAS CORPORATION #411	PJS	148343	4058600684	RUG & MOP SERVICE	142.91

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	142.91
COLONY HARDWARE CORP.	PJS	148172	810450-2008	EARPLUGS AND SAFETY GLASSES	76.60
				VENDOR TOTAL	76.60
CONSTELLATION NEW ENERGY, INC.	PJS	148193	18220146401	529 MARSH ROAD	30.44
	PJS	148193	18220081501	2600 LEHIGH STA ROAD	39.21
	PJS	148193	18220136601	REITZ PARKWAY	123.93
	PJS	148193	18220147801	1 PARK ROAD	81.59
	PJS	148193	18220085401	3950 EAST AVE KNOWLTON	0.00
	PJS	148322	18237419201	20 POINCIANA DRIVE	1.52
	PJS	148322	18237383501	DUNNEWOOD COURT	57.00
	PJS	148322	18237383301	PITTSFORD MANOR LANE	58.39
	PJS	148322	18248160801	GREYTHORNE HILL	0.00
	PJS	148322	18237411301	BRICKSTON DRIVE	3.49
	PJS	148322	18248170101	CANDLEWOOD DR	10.91
	PJS	148322	18248121201	4358 EAST AVE	0.00
	PJS	148334	18209428901	631 MARSH ROAD	22.93
	PJS	148334	18237404201	500 MENDON RD - THORNELL PARK	178.82
	PJS	148334	18248168201	PSD	188.30
	PJS	148334	18248069301	TOWN HALL	860.11
	PJS	148334	18237386201	210 MENDON RD - MILE POST	3.67
	PJS	148334	18209385301	SCC	1,685.37
	PJS	148334	18237395901	PARKS	43.73
	PJS	148334	18209403701	KINGS BEND PARK	57.36
	PJS	148334	18209397101	KINGS BEND PARK	5.85
	PJS	148334	18209425501	625 MARSH RD	6.93
				VENDOR TOTAL	3,459.55
COOK BROTHERS TRUCK PARTS	PJS	148346	1201916	454 TARP MODULE	184.38
				VENDOR TOTAL	184.38
CRAFCO, INC	PJS	148114	9402315898	2 4" SWIVEL TIP APPLICATOR FOR CRACK FIL	220.10

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
CRAFCO, INC	PJS	148120	9402315894	ROAD SAVER 221	2,875.50
				VENDOR TOTAL	3,095.60
CROSMAN SEED CORP	PJS	148107	9345	GRASSEED VAN CORTLAND/OLD FARM	258.00
	PJS	148313	9422	GRASS SEED FROG POND TRAIL	743.40
	PJS	148099	9360	SEED AND MULCH	149.00
	PJS	148329	9400	GRASS SEED	258.00
				VENDOR TOTAL	1,408.40
CYNCON EQUIPMENT INC.	PJS	148317	84223	SWEEPER BRUSHES	214.00
				VENDOR TOTAL	214.00
D.J.M. EQUIPMENT, INC. BOBCAT OF THE FINGER LAKE	PJS	148186	01-131108	SCAG PARTS	6.66
				VENDOR TOTAL	6.66
DEBBIE SUPPLY INC	PJS	148177	646184	HARDWARE	22.32
	PJS	148117	645998	BEE SPRAY	43.09
	PJS	148192	646238	ELBOW FOR WATER SPICKET	24.81
	PJS	148297	646343	LUBRICANT	8.09
	PJS	148297	646345	COUPLINGS	9.08
	PJS	148297	646344	MISC HARDWARE	95.02
	PJS	148280	646382	AIRLINE PARTS FOR TIRE MACHINE	40.31
	PJS	148281	645228	WHEELS FOR FAN	20.14
	PJS	148273	646441	BEE SPRAY	21.55
	PJS	148091	645277	HARDWARE	12.96
				VENDOR TOTAL	297.37
DEL 3750 MONROE AVENUE ASSOCIATES LLC	BWL	148261	PITTS-COUR: 10/20	TOWN COURT RENT OCTOBER	8,952.45

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	8,952.45
DLT SOLUTIONS LLC	PJS	148375	4876679	AUTO CAD LICENSE (MELISSA)	2,153.07
				VENDOR TOTAL	2,153.07
DOLOMITE PRODUCTS CO INC	PJS	148136	959602	CR-1 VANCORTLAND	566.58
	PJS	148304	961749	WASHED STONE	643.36
				VENDOR TOTAL	1,209.94
DUFFY'S AIS, LLC	JRH	148222	-064632	SENIOR KITCHEN REFRIGERATION REPAIR	288.30
				VENDOR TOTAL	288.30
DUKE COMPANY	PJS	148132	001452899	REDLINE SPEED CRETE	403.20
				VENDOR TOTAL	403.20
EDP, KGS, LLC	JRH	148219	092020/SOCCERSHOTS	SOCCER SHOTS INSTRUCTOR PAYMENT	1,121.75
				VENDOR TOTAL	1,121.75
FAIRPORT CHILDREN'S THEATER	JRH	148215	20200109	EDWARD ROCHA THEATER INSTRUCTOR PAYMENT	1,113.00
				VENDOR TOTAL	1,113.00
FASTENAL CO.	PJS	148176	NYROC176225	BOLTS	84.08
	PJS	148289	NYCROC176391	FASTENERS	30.17
				VENDOR TOTAL	114.25

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
FIDELITY SECURITY LIFE COMPANY OF NY	BWL	148262	164473152	EYE MED VISION PREMIUM: SEPTEMBER	400.04
				VENDOR TOTAL	400.04
FINGER LAKES CHEMICALS	PJS	148103	809574	SHOP SUPPLIES	191.54
	PJS	148133	809622	DRILL CLEANING SUPPLIES	41.05
				VENDOR TOTAL	232.59
FISH WINDOW CLEANING	PJS	148353	2875-124022	WINDOW CLEANING	50.00
				VENDOR TOTAL	50.00
FLEET PRIDE	PJS	148113	57847456	TAILGATE CHAMBER #464	218.99
	PJS	148111	57903028	TRAILER PLUG	22.10
	PJS	148357	59100635	PRECHARGED CONVECTOR	340.00
				VENDOR TOTAL	581.09
FOAM DART NATION LLC	JRH	148208	1365	ADVENTURE CAMP - ROCHESTER FOAM DART LEA	300.00
				VENDOR TOTAL	300.00
FORBES COURT REPORTING SERVICES, LLC	PHD	148181	6	AUGUST COURT REPORTING	600.00
				VENDOR TOTAL	600.00
FRONTIER COMMUNICATIONS	JB	148253	9/01/6430-092614-6	6430 KBP NORTH PHONE SERVICE & BROADBAND	71.60
	PJS	148341	585-100-1313-010717-6	PSD PUMP STATIONS	306.69
	PJS	148341	585-218-9325-061517-6	AUTUMN WOODS PS	31.16
	PJS	148351	585-248-3897-052517-6	PARKS FIRE SECURITY	30.42
	PJS	148351	585-248-2520-052517-6	PSD FIRE SECURITY	29.94
	PJS	148352	585-198-6080-060617-6	COURT	37.15
	PJS	148352	585-248-6202-052517-6	TOWN HALL	245.85
	PJS	148352	585-586-4739-052517-6	SCC ELEVATOR	68.53

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
FRONTIER COMMUNICATIONS	PJS	148352	585-248-6205-052517-6	HIGHWAY	29.48
	BWL	148265	585-100-2618-050219-6: SEPT	MONTHLY PHONE PYMT: 9/20	1,151.24
	PHD	148182	09012020	JULY & AUGUST PHONE BILL	61.40
	JRH	148200	20200209	RECREATION PHONE SERVICES 08/22/2020-09/	30.13
	JRH	148201	09022020	SENIOR PHONE SERVICES 08/22/220-09/21/20	29.94
	PJS	148305	248-6247-052517-6 DPW	DPW FAX	31.22
	PJS	148305	248-6435-052517-6 HWY	HWY EMISSIONS	30.00
			VENDOR TOTAL	2,184.75	
FSI SYSTEMS, INC.	PJS	148292	8888	PUMP STATION MONITORING	59.90
				VENDOR TOTAL	59.90
GENERAL CODE PUBLISHERS	LMD	148227	PG000023004	GENERAL CODE UPDATE -SUPPLEMENT #35	2,729.58
				VENDOR TOTAL	2,729.58
GENERAL WELDING AND FABRICATION	PJS	148109	29820	HITCHES	377.96
				VENDOR TOTAL	377.96
GENESEE WATERWAY CENTER	JRH	148218	092020/PADDLEBOARD	INTRO TO PADDLE BOARD INSTRUCTOR PAYMENT	59.50
				VENDOR TOTAL	59.50
GOEBEL	PJS	148105	08192058970	BRAKE SPRING CATCH	145.25
	PJS	148332	09022059370	CORDLESS IMPACT TOOL	754.95
	PJS	148332	09022059371	VALVE CORE TOOL	35.80
			VENDOR TOTAL	936.00	
GOODMAN GLASS AND MIRROR INC.	PJS	148363	5360	PLEXI FOR LIBRARY	1,920.00

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,920.00
GRIFFITH ENERGY	PJS	148112	709132	213.5 CHIP	297.04
	PJS	148112	709133	350 BULK	486.96
	PJS	148199	709180	147 CHIP	203.58
	PJS	148199	709181	260 BULK	360.07
	PJS	148349	709246	283 BULK	386.49
	PJS	148349	709245	160 CHIP	218.51
				VENDOR TOTAL	1,952.65
HANSON AGGREGATES NEW YORK LLC	PJS	148378	3794082	REFINED MILLINGS	1,401.75
	PJS	148312	3792438	ASPHALT SOUTH WILMARTH	3,394.35
	PJS	148338	3791412	ASPHALT SOUTH WILMARTH	2,236.53
				VENDOR TOTAL	7,032.63
HARRIS BEACH PLLC	BWL	148263	2387260	SPECIAL COUNSEL MATTERS: JULY	182.00
				VENDOR TOTAL	182.00
HAUN WELDING SUPPLY, INC.	PJS	148198	7132685	OXYGEN TANK, WELDING ROD	137.75
				VENDOR TOTAL	137.75
HILLYARD, INC.	PJS	148324	603995413	CLEANING SUPPLIES / TOILET PAPER	90.08
	PJS	148324	604005878	AIR FRESHENER	68.26
	PJS	148324	604003752	CLEANING SUPPLIES / TISSUE	347.08
	PJS	148324	603934965	FLOOR CLEANING SUPPLIES	99.44
	PJS	148174	604015844	SANITIZER DISPENSERS	356.00
	PJS	148277	604031187	CLEANING SUPPLIES	165.84
				VENDOR TOTAL	1,126.70

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT	
HOME DEPOT	PJS	148187	9032567	BOYSCOUT WOOD	210.46	
	PJS	148116	4023343	WOOD FOR EAGLE SCOUT PROJECT	197.85	
	PJS	148126	4031132	STEEL SHELVING UNITS	388.00	
	PJS	148100	4031285	PLYWOOD FOR SHELVES	145.25	
	PJS	148354	3512838	HARDWARE	249.09	
	PJS	148344	5026740	CONCRETE, DISH SOAP,SPRAYERS	462.82	
	PJS	148344	5100216	CONCRETE, DISH SOAP,SPRAYERS	440.06	
	PJS	148344	5026731	CONCRETE, DISH SOAP,SPRAYERS	59.70	
	PJS	148256	1104348		9.56	
	PJS	148256	1516391		19.12	
	PJS	148124	4101633	MAILBOX	58.67	
	PJS	148278	6026576	PAINT	135.00	
	PJS	148287	2034399	LUMBER	71.76	
	PJS	148081	8083238	MOTH BALLS	56.82	
	VENDOR TOTAL					2,504.16
	HYNES CONCRETE CONTRACTOR INCORPORATED	PJS	148232	S14837	EAST AVE SIDEWALK	22,386.00
VENDOR TOTAL					22,386.00	
INSTREAM, LLC	JB	148379	3002403-IN	CANON MS35011 MAINTENANCE	420.00	
	VENDOR TOTAL					420.00
INTERSTATE BATTERY SYSTEM	PJS	148326	335114	BATTERIES	38.10	
	PJS	148326	335748	BATTERIES	38.10	
	PJS	148311	335572	BATTERY FOR CRACKFILL MACHINE	137.81	
	PJS	148284	333557	BATTERIES #422	279.68	
	PJS	148283	30085499	BATTERY FOR #441	359.85	
VENDOR TOTAL					853.54	
INTIVITY, INC.	PJS	148323	1669773-0	CEILING HOOKS	35.40	
	JRH	148333	1673664-0	OFFICE SUPPLIES - LAMINATOR SHEETS	53.00	
	JRH	148335	1669328-0	ORANGE DYE	7.95	
	JRH	148335	1669328-1	GREEN DYE	7.95	

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
INTIVITY, INC.	JRH	148335	1669328-2	PURPLE & RED DYE	15.90
	JRH	148335	1669328-3	BLUE DYE	7.95
	JRH	148204	1672244-0	SENIORS LUNCHES PROGRAM SUPPLIES	28.13
VENDOR TOTAL					156.28
IRON MOUNTAIN, INC	LMD	148255	CXDP827	RECORD RETENTION 09/01/2020 - 09/30/2020	631.27
	VENDOR TOTAL				
IRWIN INCORPORATED	JRH	148206	12434	ADVENTURE CAMP - BUBBLE SOCCER	619.10
	VENDOR TOTAL				
J. C. SMITH, INC.	PJS	148229	1492920	2 PALLETS CONCRETE	423.36
	PJS	148356	1496727	CONCRETE/MORTOR	632.52
	VENDOR TOTAL				
JAMESTOWN ADVANCED PRODUCT, CORP.	PJS	148125	88242	BENCH	507.40
	VENDOR TOTAL				
JEFF RUSSELL PAINTING, INC.	PJS	148138	443-2135	KROWN SPRAY	135.00
	VENDOR TOTAL				
JESSIE HOLLENBECK - PETTY CASH	JRH	148302	092020	OFFICE SUPPLIES	20.16
	VENDOR TOTAL				
JOHNSON CONTROLS FIRE PROTECTION LP	PJS	148093	86959775	EMERGENCY AND EXIT LIGHT INSPECTIONS	339.64

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	339.64
JOHNSTONE SUPPLY OF CNY	PJS	148293	1092885	FITTINGS FOR WATER HEATER	57.25
				VENDOR TOTAL	57.25
KENWORTH OF BUFFALO, INC	PJS	148327	RI235228	FILTER #459	90.45
				VENDOR TOTAL	90.45
KLEIN STEEL SERVICE, INC	PJS	148290	1811499	STAINLESS ANGLE IRON	48.00
				VENDOR TOTAL	48.00
LAKESIDE TOOL, INC.	PJS	148110	316029	CUTOFF WHEEL	220.00
	PJS	148197	316146	GLOVES FOR SHOP	276.66
	PJS	148328	316210	TIRE SPOON, BARREL PUMP	140.42
	PJS	148358	316163	OIL DRAIN PAN	491.00
	PJS	148303	316239	IMPACT TOOLS	883.88
				VENDOR TOTAL	2,011.96
LANDPRO EQUIPMENT, LLC	PJS	148307	1697007	CASTER WHEEL	31.21
	PJS	148286	1684106	FUEL CANS	216.73
	PJS	148288	1694291	GAS CANS	367.68
				VENDOR TOTAL	615.62
LEWIS GENERAL TIRES, INC.	PJS	148279	123986	TIRE	157.90
	PJS	148082	123015	332 TRAILER TIRE	110.84
				VENDOR TOTAL	268.74

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
LOWES CREDIT SERVICES	PJS	148189	02660	MISC HARDWARE	131.19
	PJS	148310	80624945	KEYS FOR TOWN HALL	9.80
	PJS	148308	89163	2ND FLOOR TOWN HALL FRIDGE	568.10
	PJS	148085	01847	VENT BRUSH, CABLE	110.34
VENDOR TOTAL					819.43
M.E. SERVICES COMMUNICATION, INC.	PHD	148183	22659	SPANISH INTERPRETER FOR 8/20/20	65.00
	PHD	148183	22659	SPANISH INTERPRETER FOR 8/6/20	65.00
VENDOR TOTAL					130.00
MACEDON EXCAVATING & PAVING INC	PJS	148372	19429	TOPSOIL FOR ERIE CANAL PROJECT	1,590.00
	PJS	148212	19443	TOPSOIL OLD FARM CIRCLE/VAN CORTLAND	444.00
	PJS	148318	19487	TOPSOIL	370.00
	PJS	148318	19492	TOPSOIL	222.00
	PJS	148350	19504	TOPSOIL	1,461.50
	PJS	148123	19432	TOPSOIL OLD FARM CIRCLE/VAN CORTLAND	2,294.00
VENDOR TOTAL					6,381.50
MANITOU CONCRETE	PJS	148190	964179	SIDEWALK EAST AVE	2,304.00
VENDOR TOTAL					2,304.00
MAYER HARWARE, INC	PJS	148118	316378	FIELD MARKING PASTE	628.56
VENDOR TOTAL					628.56
MCCARTHY TIRE SERVICE COMPANY OF NEW YORK, INC.	PJS	148330	47-84349	TIRE REPAIR	294.00
VENDOR TOTAL					294.00
MESSENGER POST NEWSPAPERS	LMD	148254	90808	RE-ZONING NOTICE	122.11
	LMD	148254	90809	DEMO NOTICE-PICKWICK	54.07

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
MESSENGER POST NEWSPAPERS	LMD	148095	90408	LEGAL NOTICE-DRHPB	57.85
				VENDOR TOTAL	234.03
MIDLAND ASPHALT CORP.	PJS	148230	66462	SURFACE TREAT ROADS 2020	102,941.68
				VENDOR TOTAL	102,941.68
MILLER	JRH	148217	092020/REUPHOLSTRY	PATRICIA MILLER INSTRUCTOR PAYMENT	56.00
				VENDOR TOTAL	56.00
MINNEHANS GOLF & GAMES	JRH	148207	082020LAZERTAG	ADVENTURE CAMP - LAZER TAG	250.00
				VENDOR TOTAL	250.00
MIS OF AMERICA INC	PJS	148127	69709	TOWER INSPECTION AND TEST	235.00
				VENDOR TOTAL	235.00
MITCHELL1	PJS	148236	IB24840621	SEPTEMBER BILLING	394.00
				VENDOR TOTAL	394.00
MOFFETT TURF EQUIPMENT, INC.	PJS	148315	01-281915	RETAINER PIN R-311	13.95
	PJS	148115	02-280341	STEERING WHEEL	101.78
				VENDOR TOTAL	115.73
MONROE COUNTY DIRECTOR OF FINANCE	PJS	148090	08212020	SCAVENGER WASTE HAULER PERMIT RENEWAL	30.00
				VENDOR TOTAL	30.00

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
NAZARIAN	JRH	148220	092020/COLLEGE	WRITE YOUR COLLEGE APPLICATION	315.00
				VENDOR TOTAL	315.00
NOLAN'S RENTAL, INC.	JRH	148202	63842	OUTDOOR WHITE FRAME TENT 20'X40'	893.00
				VENDOR TOTAL	893.00
NYS UNEMPLOYMENT INSURANCE	BWL	148268	04-60591 7: 2ND QTR 2020	UNEMPLOYMENT 2ND QTR 2020	48,309.48
				VENDOR TOTAL	48,309.48
OIL FILTER SERVICE, INC.	PJS	148296	33827	OIL FILTERS FOR TRUCKS	57.22
				VENDOR TOTAL	57.22
ONE TIME VENDOR	BWL	148274	B19-000136	BUILDING PERMIT REFUND: 6 WINDSCAPE PARK	518.80
				VENDOR TOTAL	518.80
PAUL'S REPAIR & SERVICE	PJS	148282	913364	ICE MACHINE REPAIR	291.60
				VENDOR TOTAL	291.60
PAYCHEX, INC.	BWL	148271	680538	ONBOARDING SERVICES: AUG	100.00
	BWL	148271	690699	ONBOARDING SERVICES: SEPT	100.00
	BWL	148264	2020082700	PAYROLL PROCESSING SERVICES: AUGUST	3,106.49
				VENDOR TOTAL	3,306.49
PELLA WINDOWS AND DOORS OF WNY	PJS	148366	OSCINV251016212	REPLACEMENT WINDOW	1,150.00

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,150.00
PENNY LANE PRINTING	JRH	148205	201499	FALL BROCHURE	2,100.00
				VENDOR TOTAL	2,100.00
PHOENIX GRAPHICS, INC.	PJS	148087	64513	YARD DEBRIS MAILER	6,147.45
				VENDOR TOTAL	6,147.45
PITNEY BOWES INC	LMD	148180	1016288327	POSTAGE METER SUPPLIES	190.36
				VENDOR TOTAL	190.36
PITTSFORD AUTO SERVICE, INC.	PJS	148345	12532	FUEL	90.44
	PJS	148340	12435	FUEL FOR SMALL EQUIPMENT	63.87
	PJS	148086	78814	OIL CHANGE VEHICLE #520	91.10
				VENDOR TOTAL	245.41
PITTSFORD YOUTH SERVICES INCORPORATED	BWL	148267	3015	SEPTEMBER CONTRACT PAYMENT	4,805.92
				VENDOR TOTAL	4,805.92
PLUG & PAY TECHNOLOGIES	JRH	148214	2020090123302121710	PITTSCHILD	15.00
	JRH	148214	2020090123302121711	PITTSREC	15.00
	JRH	148214	2020090123302121712	PITTSWEB	15.00
				VENDOR TOTAL	45.00
POWER DRIVES, INC. ROCHESTER	PJS	148319	RRS792419	HOSE FOR ROLLER	60.77
	PJS	148121	S554491	HOSE	51.59
	PJS	148121	S554470	HOSE	120.53

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	232.89
PROGRESSIVE DESIGN INDUSTRIES	PJS	148320	1954	2 RUBBER TIRE ROLLERS RENTAL	3,750.00
				VENDOR TOTAL	3,750.00
R.M. PUTNEY & ASSOCIATES, INC	JRH	148203	2831	COMMERCIAL ORGANICS PICKUP SEPTEMBER 202	50.00
				VENDOR TOTAL	50.00
R.W. LINDSAY, INC.	PJS	148360	90050	SERVICE AIR COMPRESSOR	266.46
				VENDOR TOTAL	266.46
REGIONAL DISTRIBUTORS INC	PJS	148295	S1789242.001	DISINFECTING WIPES	238.00
				VENDOR TOTAL	238.00
REGIONAL INTERNATIONAL CORPORATION	PJS	148337	011155428P	AIR HORN #462	191.69
	PJS	148299	01165262	ENGINE REPAIR	15,265.20
				VENDOR TOTAL	15,456.89
ROCHESTER ASPHALT MATERIAL, INC.	PJS	148104	956885	WINTER PATCH	1,117.69
	PJS	148106	957426	WINTER PATCH	6,523.11
	PJS	148195	960958	BINDER/ASPHALT FOR OLD FARM CIRCLE	6,066.55
	PJS	148191	961000	EAST AVE SIDEWALK BINDER	225.62
	PJS	148191	961039	EAST AVE SIDEWALK BINDER	220.37
	PJS	148191	960995	EAST AVE SIDEWALK BINDER	1,272.21
	PJS	148194	960491	STONE FOR COPPER WOODS	519.69
	PJS	148194	960502	STONE FOR COPPER WOODS	848.64
	PJS	148194	960501	STONE FOR COPPER WOODS	165.98
	PJS	148194	960376	STONE FOR COPPER WOODS	2,996.43
	PJS	148196	960925	WINTER PATCH	126.60

ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ROCHESTER ASPHALT MATERIAL, INC.	PJS	148137	959693	STONE FOR COPPER WOODS	271.13
	PJS	148137	959691	STONE FOR COPPER WOODS	200.51
	PJS	148137	959687	STONE FOR COPPER WOODS	160.84
	PJS	148339	958391	WINTER PATCH	60.00
	PJS	148339	958383	WINTER PATCH	633.66
	PJS	148339	958431	WINTER PATCH	762.16
	PJS	148339	958471	WINTER PATCH	738.79
	PJS	148339	958539	WINTER PATCH	386.61
	PJS	148339	958501	WINTER PATCH	601.61
	PJS	148365	961752	RIP RAP GABLE STONE	166.26
VENDOR TOTAL					24,064.46
ROCHESTER GAS & ELECTRIC	BWL	148272	0188930220000009	GAS STREET LIGHTS: SEPT	64.19
	PJS	148342	11809009399	295 FAIRPORT RD PUMP STATION	91.28
	PJS	148347	11309057896	WILLARD RD PARK ELEC AND CONSTELLATION	86.92
	PJS	148347	11609027475	BARKER RD ELEC AND CONSTELLATION	45.54
VENDOR TOTAL					287.93
ROTOLITE-ELLIOTT CORP.	BWL	148259	154563	19TH AMENDMENT CENTENNIAL SIGNS	603.00
	JRH	148301	154723	SOCIAL DISTANCING SIGNAGE	846.20
	JRH	148223	154608	EVENT SIGNAGE	144.00
VENDOR TOTAL					1,593.20
S & S WORLDWIDE, INC	JRH	148298	IN100593908	OFFICE SUPPLIES - FLOOR MARKING TAPE	48.09
VENDOR TOTAL					48.09
SEYREK SEALERS LLC	PJS	148325	PITTSTOWNAUG	DISPOSAL SERVICE	1,948.35
	PJS	148309	PITTSFORD 20-AUG	MONTHLY REFUSE DISTRICTS	8,017.35
VENDOR TOTAL					9,965.70
SITEONE LANDSCAPE SUPPLY , LLC	PJS	148188	102845572-001	FITTINGS	5.61

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT		
SITEONE LANDSCAPE SUPPLY , LLC	PJS	148188	102859399-001	FITTINGS	5.08		
				VENDOR TOTAL	10.69		
STAPLES	LMD	148361	8059473319	GENERAL OFFICE SUPPLIES	45.98		
				148362	8059473319	GENERAL OFFICE SUPPLIES	66.16
				148367	8059473319	GENERAL OFFICE SUPPLIES	47.85
VENDOR TOTAL					159.99		
STATE COMPROLLER	BWL	148269	2636690-2020-07-01	JUL Y COURT FINES AND FORT	5,311.00		
				148266	2636690-2020-06-01	COURT FINES & FORFEITURES: JUNE	7,711.50
				148159	2636690-2020-05-01	COURT MAY FINES & FORFEITURES	2,915.75
VENDOR TOTAL					15,938.25		
STREET SKILLS, LLC	JRH	148221	092020/5HOUR	5 HOUR COURSE INSTRUCTOR PAYMENT	350.00		
				VENDOR TOTAL	350.00		
STRONG EAP	BWL	148270	TOP0920	EAP SERVICES: SEPT 2020	175.31		
				VENDOR TOTAL	175.31		
T. MINA SUPPLY EAST, INC.	PJS	148370	S1392506.001	SDR-35	970.20		
				148373	S1392725.001	ELBOWS FOR PIPE	320.00
				148374	S1391981.001	PIPE FOR ROADS	966.42
				148291	S1392676.001	FERNCO	34.46
VENDOR TOTAL					2,291.08		
THE DAVEY TREE EXPERT COMPANY	PJS	148184	914976454	TREE FERTILIZER	300.00		

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	300.00
TOSHIBA BUSINESS SOLUTIONS	JRH	148210	281080	RECREATION COPIER TONER	454.00
	PJS	148088	5324771	TOSHIBA MONTHLY COPIER MAINT - PSD	21.50
				VENDOR TOTAL	475.50
TRACEY ROAD EQUIPMENT	PJS	148364	R105010189:02	#454 REPAIR	15,073.03
				VENDOR TOTAL	15,073.03
ULINE INC.	PJS	148294	123562529	BAGS AND PAPER TOWELS	510.93
				VENDOR TOTAL	510.93
USI INSURANCE SERVICES LLC	GJD	148134	3376946	2020-21 PROFESSIONAL LIABILITY COVERAGE	9,920.00
	GJD	148134	3376929	2020-21 COMERCIAL INSURANCE PACKAGE	153,488.61
	GJD	148134	3377402	2020-21 CYBER LIABILITY COVERAGE	5,570.00
	GJD	148134	3376937	2020-21 COMMERCIAL UMBRELLA COVERAGE	16,372.00
				VENDOR TOTAL	185,350.61
UTICA GENERAL TRUCK CO., INC	PJS	148231	143309R	BRAKE PEDAL #451	244.92
				VENDOR TOTAL	244.92
VAN BORTEL FORD	PJS	148228	351040	422 POWER STEERING LINE	49.67
				VENDOR TOTAL	49.67
VERIZON WIRELESS	JB	148238	9860458303-A	SAMSUNG GALAXY S10E WITH CASE	71.23

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	71.23
VICTOR POWER EQUIPMENT	PJS	148108	283131	GAS CAPS	32.94
	PJS	148336	283393	CUT-OFF SAW,WATER TANK, CHAIN SPROCKET	161.59
	PJS	148348	282181	CHAIN SHARPNER	858.96
	PJS	148359	283631	BELT FOR CUT SAW	50.47
				VENDOR TOTAL	1,103.96
VILLAGE OF PITTSFORD	BWL	148160	2636690-2020-05-01	COURT MAY FINES & FORFEITURES TO VILLAGE	1,510.00
				VENDOR TOTAL	1,510.00
W. B. MASON CO., LLC	LMD	148096	212909123	CATALOG ENVELOPE	14.68
	LMD	148096	212837581	PERMANT MARKER FINE POINT	5.00
	LMD	148096	212837581	CARD SHEET 8.5X11 MAGNET	4.47
				VENDOR TOTAL	24.15
W. W. GRAINGER, INC.	PJS	148122	9619902597	GLUE GUNS	55.53
				VENDOR TOTAL	55.53
WARD	PJS	148369	09012020	COURIER REIMBURSEMENT	10.12
				VENDOR TOTAL	10.12
WEGMANS FOOD MARKETS INC	JRH	148224	3821420200901	SENIORS WEGMANS AUGUST 2020	760.21
	JRH	148225	0061020200901	RECREATION WEGMANS AUGUST 2020	66.84
				VENDOR TOTAL	827.05
WEST FIRE SYSTEMS, INC.	PJS	148276	64162	ANNUAL CENTRAL STATION FIRE ALARM MONITO	234.00

**ACCOUNTS PAYABLE LISTING
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	234.00
XYLEM WATER SOLUTIONS USA, INC.	PJS	148179	3556B35361	PROBE FOR PUMP STATION	543.86
				VENDOR TOTAL	543.86
YOUNG EXPLOSIVES CORP.	JRH	148211	19288	AUGUST 22 2020 FIREWORKS DISPLAY	3,500.00
				VENDOR TOTAL	3,500.00
				REPORT TOTAL	679,363.25

END OF REPORT

TOWN OF PITTSFORD

Expense Control Report

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 1010	TOWN BOARD								
0001	PERSONAL SERVICES	3,926.92	102,100.00	102,100.00	70,684.56	31,415.44	0.00	31,415.44	69.23
0004	CONTRACTUAL & MISC. EXPENSE	400.00	4,850.00	4,925.00	2,738.34	2,186.66	0.00	2,186.66	55.60
Total Dept 1010	TOWN BOARD	4,326.92	106,950.00	107,025.00	73,422.90	33,602.10	0.00	33,602.10	68.60
Dept 1110	TOWN JUSTICES								
0001	PERSONAL SERVICES	8,278.53	273,640.00	273,640.00	141,967.50	131,672.50	0.00	131,672.50	51.88
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	9,775.88	142,523.00	142,657.00	101,384.49	41,272.51	0.00	41,272.51	71.07
Total Dept 1110	TOWN JUSTICES	18,054.41	416,663.00	416,797.00	243,351.99	173,445.01	0.00	173,445.01	58.39
Dept 1220	TOWN SUPERVISOR								
0001	PERSONAL SERVICES	7,153.42	185,989.00	185,989.00	127,430.77	58,558.23	0.00	58,558.23	68.52
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	10.69	4,150.00	4,172.99	1,381.16	2,791.83	0.00	2,791.83	33.10
Total Dept 1220	TOWN SUPERVISOR	7,164.11	190,639.00	190,661.99	128,811.93	61,850.06	0.00	61,850.06	67.56
Dept 1230	COMMUNITY SERVICE								
0001	PERSONAL SERVICES	3,653.85	95,000.00	95,000.00	63,211.65	31,788.35	0.00	31,788.35	66.54
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	26,338.00	36,338.00	2,035.78	34,302.22	10,000.00	24,302.22	5.60
Total Dept 1230	COMMUNITY SERVICE	3,653.85	121,838.00	131,838.00	65,247.43	66,590.57	10,000.00	56,590.57	49.49
Dept 1310	DIRECTOR OF FINANCE								
0001	PERSONAL SERVICES	7,166.99	109,650.00	109,650.00	78,839.20	30,810.80	0.00	30,810.80	71.90
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	5.40	2,296.00	2,296.00	264.29	2,031.71	32.00	1,999.71	11.51
Total Dept 1310	DIRECTOR OF FINANCE	7,172.39	112,446.00	112,446.00	79,103.49	33,342.51	32.00	33,310.51	70.35
Dept 1320	INDEPENDENT AUDIT								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	31,200.00	36,200.00	25,900.00	10,300.00	1,500.00	8,800.00	71.55
Total Dept 1320	INDEPENDENT AUDIT	0.00	31,200.00	36,200.00	25,900.00	10,300.00	1,500.00	8,800.00	71.55
Dept 1330	TAX COLLECTION								
0001	PERSONAL SERVICES	1,686.77	43,856.00	43,856.00	26,907.19	16,948.81	0.00	16,948.81	61.35
0004	CONTRACTUAL & MISC. EXPENSE	18.56	8,350.00	8,350.00	2,758.75	5,591.25	0.00	5,591.25	33.04
Total Dept 1330	TAX COLLECTION	1,705.33	52,206.00	52,206.00	29,665.94	22,540.06	0.00	22,540.06	56.82

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 1355	ASSESSOR								
0001	PERSONAL SERVICES	5,573.48	190,235.00	190,235.00	97,222.76	93,012.24	0.00	93,012.24	51.11
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	33.29	8,539.00	11,039.00	4,553.61	6,485.39	1,450.00	5,035.39	41.25
Total Dept 1355	ASSESSOR	5,606.77	199,274.00	201,774.00	101,776.37	99,997.63	1,450.00	98,547.63	50.44
Dept 1375	CREDIT CARD FEES								
0004	CONTRACTUAL & MISC. EXPENSE	497.70	30,000.00	30,000.00	11,243.96	18,756.04	0.00	18,756.04	37.48
Total Dept 1375	CREDIT CARD FEES	497.70	30,000.00	30,000.00	11,243.96	18,756.04	0.00	18,756.04	37.48
Dept 1410	TOWN CLERK								
0001	PERSONAL SERVICES	6,462.60	188,322.00	188,322.00	111,440.34	76,881.66	0.00	76,881.66	59.18
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	300.00	300.00	162.50	137.50	0.00	137.50	54.17
0004	CONTRACTUAL & MISC. EXPENSE	2,753.00	8,250.00	8,250.00	5,043.37	3,206.63	0.00	3,206.63	61.13
Total Dept 1410	TOWN CLERK	9,215.60	196,872.00	196,872.00	116,646.21	80,225.79	0.00	80,225.79	59.25
Dept 1420	ATTORNEY								
0001	PERSONAL SERVICES	1,715.39	44,600.00	44,600.00	29,676.40	14,923.60	0.00	14,923.60	66.54
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	187.31	16,970.00	23,354.00	11,099.50	12,254.50	5,000.00	7,254.50	47.53
Total Dept 1420	ATTORNEY	1,902.70	61,820.00	68,204.00	40,775.90	27,428.10	5,000.00	22,428.10	59.79
Dept 1430	PERSONNEL								
0001	PERSONAL SERVICES	3,669.56	92,007.00	92,007.00	61,255.21	30,751.79	0.00	30,751.79	66.58
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	3,576.43	112,595.00	113,330.00	40,665.10	72,664.90	0.00	72,664.90	35.88
Total Dept 1430	PERSONNEL	7,245.99	205,102.00	205,837.00	101,920.31	103,916.69	0.00	103,916.69	49.52
Dept 1440	ENGINEERING								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	25,000.00	28,600.00	13,514.43	15,085.57	9,382.50	5,703.07	47.25
Total Dept 1440	ENGINEERING	0.00	25,000.00	28,600.00	13,514.43	15,085.57	9,382.50	5,703.07	47.25
Dept 1450	ELECTIONS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	64,576.00	64,805.00	4,890.00	59,915.00	229.00	59,686.00	7.55
Total Dept 1450	ELECTIONS	0.00	64,576.00	64,805.00	4,890.00	59,915.00	229.00	59,686.00	7.55
Dept 1460	RECORDS MANAGEMENT								
0004	CONTRACTUAL & MISC.	0.00	1,000.00	1,000.00	110.04	889.96	0.00	889.96	11.00

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Fund 0001	GENERAL FUND								
Dept 1460	RECORDS MANAGEMENT EXPENSE								
Total Dept 1460	RECORDS MANAGEMENT	0.00	1,000.00	1,000.00	110.04	889.96	0.00	889.96	11.00
Dept 1490	PUBLIC WORKS								
0001	PERSONAL SERVICES	8,266.11	225,069.00	225,069.00	142,214.47	82,854.53	0.00	82,854.53	63.19
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	1,000.00	104,500.00	103,481.67	1,018.33	0.00	1,018.33	99.03
0004	CONTRACTUAL & MISC. EXPENSE	2,228.04	19,320.00	19,320.00	9,896.58	9,423.42	0.00	9,423.42	51.22
Total Dept 1490	PUBLIC WORKS	10,494.15	245,389.00	348,889.00	255,592.72	93,296.28	0.00	93,296.28	73.26
Dept 1620	BUILDING								
0001	PERSONAL SERVICES	108.00	4,652.00	4,652.00	1,920.38	2,731.62	0.00	2,731.62	41.28
0004	CONTRACTUAL & MISC. EXPENSE	4,258.71	268,829.00	268,904.30	129,054.76	139,849.54	495.04	139,354.50	47.99
Total Dept 1620	BUILDING	4,366.71	273,481.00	273,556.30	130,975.14	142,581.16	495.04	142,086.12	47.88
Dept 1670	CENTRAL MAILING								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	64,300.00	64,300.00	22,197.95	42,102.05	0.00	42,102.05	34.52
Total Dept 1670	CENTRAL MAILING	0.00	64,300.00	64,300.00	22,197.95	42,102.05	0.00	42,102.05	34.52
Dept 1680	DATA PROCESSING								
0001	PERSONAL SERVICES	6,663.10	175,864.00	175,864.00	110,271.61	65,592.39	0.00	65,592.39	62.70
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	2,500.00	2,500.00	2,046.06	453.94	0.00	453.94	81.84
0004	CONTRACTUAL & MISC. EXPENSE	1,301.25	132,520.00	135,928.00	61,030.69	74,897.31	23,269.76	51,627.55	44.90
Total Dept 1680	DATA PROCESSING	7,964.35	310,884.00	314,292.00	173,348.36	140,943.64	23,269.76	117,673.88	55.16
Dept 1910	UNALLOCATED INSURANCE								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	185,000.00	185,000.00	189,671.11	(4,671.11)	0.00	(4,671.11)	102.52
Total Dept 1910	UNALLOCATED INSURANCE	0.00	185,000.00	185,000.00	189,671.11	(4,671.11)	0.00	(4,671.11)	102.52
Dept 1920	MUNICIPAL ASSOCIATION DUES								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
Total Dept 1920	MUNICIPAL ASSOCIATION DUES	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
Dept 1930	JUDGEMENTS/CLAIMS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
Total Dept 1930	JUDGEMENTS/CLAIMS	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
Dept 1950	PROPERTY TAX								
0004	CONTRACTUAL & MISC.	0.00	16,500.00	16,500.00	6,549.38	9,950.62	0.00	9,950.62	39.69

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Fund 0001	GENERAL FUND								
Dept 1950	PROPERTY TAX EXPENSE								
Total Dept 1950	PROPERTY TAX	0.00	16,500.00	16,500.00	6,549.38	9,950.62	0.00	9,950.62	39.69
Dept 1989	UNCLASSIFIED								
0002	EQUIPMENT & CAPITAL OUTLAY	71.23	168,609.00	285,847.99	115,629.71	170,218.28	43,300.81	126,917.47	40.45
Total Dept 1989	UNCLASSIFIED	71.23	168,609.00	285,847.99	115,629.71	170,218.28	43,300.81	126,917.47	40.45
Dept 1990	CONTINGENCY								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	184,612.00	183,112.00	0.00	183,112.00	0.00	183,112.00	0.00
Total Dept 1990	CONTINGENCY	0.00	184,612.00	183,112.00	0.00	183,112.00	0.00	183,112.00	0.00
Dept 2620	CUSTODIAL								
0001	PERSONAL SERVICES	14,164.74	391,081.00	391,081.00	241,592.17	149,488.83	0.00	149,488.83	61.78
0002	EQUIPMENT & CAPITAL OUTLAY	568.10	3,300.00	68,580.00	65,974.29	2,605.71	50.00	2,555.71	96.20
0004	CONTRACTUAL & MISC. EXPENSE	7,326.36	163,859.00	167,349.95	137,042.38	30,307.57	14,305.05	16,002.52	81.89
Total Dept 2620	CUSTODIAL	22,059.20	558,240.00	627,010.95	444,608.84	182,402.11	14,355.05	168,047.06	70.91
Dept 3120	CROSSING GUARDS								
0001	PERSONAL SERVICES	5,071.16	139,213.00	139,213.00	91,965.43	47,247.57	0.00	47,247.57	66.06
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,450.00	1,450.00	42.95	1,407.05	0.00	1,407.05	2.96
Total Dept 3120	CROSSING GUARDS	5,071.16	140,663.00	140,663.00	92,008.38	48,654.62	0.00	48,654.62	65.41
Dept 3310	TRAFFIC								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	13,000.00	13,000.00	13,000.00	0.00	0.00	0.00	100.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	7,800.00	9,650.00	3,778.77	5,871.23	2,200.00	3,671.23	39.16
Total Dept 3310	TRAFFIC	0.00	20,800.00	22,650.00	16,778.77	5,871.23	2,200.00	3,671.23	74.08
Dept 3510	CONTROL OF ANIMALS								
0001	PERSONAL SERVICES	2,267.69	60,800.00	60,800.00	39,373.41	21,426.59	0.00	21,426.59	64.76
0004	CONTRACTUAL & MISC. EXPENSE	226.99	9,414.00	9,414.00	820.49	8,593.51	0.00	8,593.51	8.72
Total Dept 3510	CONTROL OF ANIMALS	2,494.68	70,214.00	70,214.00	40,193.90	30,020.10	0.00	30,020.10	57.24
Dept 4210	YOUTH SERVICES								
0004	CONTRACTUAL & MISC. EXPENSE	4,805.92	57,671.00	57,671.00	43,253.28	14,417.72	0.00	14,417.72	75.00
Total Dept 4210	YOUTH SERVICES	4,805.92	57,671.00	57,671.00	43,253.28	14,417.72	0.00	14,417.72	75.00
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,500.00	1,500.00	35.00	1,465.00	0.00	1,465.00	2.33

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Fund 0001	GENERAL FUND								
Dept 4560	PHYSICIAN								
Total Dept 4560	PHYSICIAN	0.00	1,500.00	1,500.00	35.00	1,465.00	0.00	1,465.00	2.33
Dept 5010	SUPERINTENDENT OF HIGHWAYS								
0001	PERSONAL SERVICES	2,066.26	53,723.00	53,723.00	35,763.98	17,959.02	0.00	17,959.02	66.57
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,200.00	1,200.00	1,141.21	58.79	0.00	58.79	95.10
Total Dept 5010	SUPERINTENDENT OF HIGHWAYS	2,066.26	55,423.00	55,423.00	36,905.19	18,517.81	0.00	18,517.81	66.59
Dept 5132	HIGHWAY GARAGE								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	34,500.00	34,500.00	21,348.00	13,152.00	0.00	13,152.00	61.88
0004	CONTRACTUAL & MISC. EXPENSE	1,346.77	53,928.00	54,778.00	30,675.49	24,102.51	0.00	24,102.51	56.00
Total Dept 5132	HIGHWAY GARAGE	1,346.77	88,428.00	89,278.00	52,023.49	37,254.51	0.00	37,254.51	58.27
Dept 5182	STREET LIGHTING								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	34,600.00	45,659.96	25,939.64	19,720.32	1,619.89	18,100.43	56.81
Total Dept 5182	STREET LIGHTING	0.00	34,600.00	45,659.96	25,939.64	19,720.32	1,619.89	18,100.43	56.81
Dept 6410	PUBLICITY								
0001	PERSONAL SERVICES	2,661.27	69,193.00	69,193.00	46,040.01	23,152.99	0.00	23,152.99	66.54
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	5.31	42,084.00	42,084.00	5,251.16	36,832.84	0.00	36,832.84	12.48
Total Dept 6410	PUBLICITY	2,666.58	111,777.00	111,777.00	51,291.17	60,485.83	0.00	60,485.83	45.89
Dept 6510	VETERANS SERVICE								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	300.00	300.00	300.00	0.00	0.00	0.00	100.00
Total Dept 6510	VETERANS SERVICE	0.00	300.00	300.00	300.00	0.00	0.00	0.00	100.00
Dept 6772	PROGRAMS FOR AGING								
0001	PERSONAL SERVICES	1,909.44	165,918.00	165,918.00	59,896.68	106,021.32	0.00	106,021.32	36.10
0004	CONTRACTUAL & MISC. EXPENSE	1,177.81	93,790.00	96,487.12	20,495.17	75,991.95	0.00	75,991.95	21.24
Total Dept 6772	PROGRAMS FOR AGING	3,087.25	259,708.00	262,405.12	80,391.85	182,013.27	0.00	182,013.27	30.64
Dept 7020	RECREATION ADMINISTRATION								
0001	PERSONAL SERVICES	18,079.00	707,467.00	707,467.00	324,968.90	382,498.10	0.00	382,498.10	45.93
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	5,000.00	5,000.00	3,838.04	1,161.96	0.00	1,161.96	76.76
0004	CONTRACTUAL & MISC.	8,235.23	371,090.00	371,381.97	127,609.28	243,772.69	0.00	243,772.69	34.36

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Fund 0001	GENERAL FUND								
Dept 9710	SERIAL BONDS								
Dept 9710	SERIAL BONDS	0.00	104,319.00	104,319.00	100,312.50	4,006.50	0.00	4,006.50	96.16
Dept 9901	INTERFUND TRANSFERS								
0009	INTERFUND TRANSFERS	0.00	2,102,893.00	2,102,893.00	1,211,692.50	891,200.50	0.00	891,200.50	57.62
Total Dept 9901	INTERFUND TRANSFERS	0.00	2,102,893.00	2,102,893.00	1,211,692.50	891,200.50	0.00	891,200.50	57.62
Dept 9950	TRANSFER TO CAPITAL PROJECTS								
0009	INTERFUND TRANSFERS	0.00	200,000.00	150,000.00	9,000.00	141,000.00	0.00	141,000.00	6.00
Total Dept 9950	TRANSFER TO CAPITAL PROJECTS	0.00	200,000.00	150,000.00	9,000.00	141,000.00	0.00	141,000.00	6.00
Total Fund 0001	GENERAL FUND	263,743.20	11,140,205.00	11,431,228.19	6,220,124.56	5,211,103.63	131,988.81	5,079,114.82	54.41

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Fund 0002	PART TOWN FUND								
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	18,917.00	18,917.00	18,134.24	782.76	0.00	782.76	95.86
Total Dept 9040	WORKERS COMPENSATION	0.00	18,917.00	18,917.00	18,134.24	782.76	0.00	782.76	95.86
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	325.00	325.00	207.54	117.46	0.00	117.46	63.86
Total Dept 9045	LIFE INSURANCE	0.00	325.00	325.00	207.54	117.46	0.00	117.46	63.86
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,100.00	1,100.00	747.96	352.04	0.00	352.04	68.00
Total Dept 9055	DISABILITY INSURANCE	0.00	1,100.00	1,100.00	747.96	352.04	0.00	352.04	68.00
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	(17,868.98)	133,487.00	133,487.00	107,695.78	25,791.22	0.00	25,791.22	80.68
Total Dept 9060	HOSPITALIZATION	(17,868.98)	133,487.00	133,487.00	107,695.78	25,791.22	0.00	25,791.22	80.68
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
Total Dept 9089	MISC. EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
Total Fund 0002	PART TOWN FUND	4,150.78	1,323,086.00	1,368,477.02	629,910.40	738,566.62	136,015.52	602,551.10	46.03

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Fund 0003	LIBRARY FUND								
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00
Total Dept 4560	PHYSICIAN	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00
Dept 7410	LIBRARY								
0001	PERSONAL SERVICES	26,735.54	913,526.00	913,526.00	451,687.28	461,838.72	0.00	461,838.72	49.44
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	23,910.00	27,910.00	21,875.20	6,034.80	0.00	6,034.80	78.38
0004	CONTRACTUAL & MISC. EXPENSE	3,043.52	235,551.00	246,889.82	106,966.78	139,923.04	54,270.28	85,652.76	43.33
Total Dept 7410	LIBRARY	29,779.06	1,172,987.00	1,188,325.82	580,529.26	607,796.56	54,270.28	553,526.28	48.85
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	90,932.00	90,932.00	20,131.92	70,800.08	0.00	70,800.08	22.14
Total Dept 9010	STATE RETIREMENT	0.00	90,932.00	90,932.00	20,131.92	70,800.08	0.00	70,800.08	22.14
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	1,997.46	69,885.00	69,885.00	35,395.29	34,489.71	0.00	34,489.71	50.65
Total Dept 9030	SOCIAL SECURITY	1,997.46	69,885.00	69,885.00	35,395.29	34,489.71	0.00	34,489.71	50.65
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	11,000.00	11,000.00	7,369.12	3,630.88	0.00	3,630.88	66.99
Total Dept 9040	WORKERS COMPENSATION	0.00	11,000.00	11,000.00	7,369.12	3,630.88	0.00	3,630.88	66.99
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	350.00	350.00	202.02	147.98	0.00	147.98	57.72
Total Dept 9045	LIFE INSURANCE	0.00	350.00	350.00	202.02	147.98	0.00	147.98	57.72
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	17,721.53	500.00	500.00	17,721.53	(17,221.53)	0.00	(17,221.53)	3,544.31
Total Dept 9050	UNEMPLOYMENT INSURANCE	17,721.53	500.00	500.00	17,721.53	(17,221.53)	0.00	(17,221.53)	3,544.31
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,500.00	1,500.00	646.84	853.16	0.00	853.16	43.12
Total Dept 9055	DISABILITY INSURANCE	0.00	1,500.00	1,500.00	646.84	853.16	0.00	853.16	43.12
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	243.27	156,665.00	156,665.00	112,900.14	43,764.86	0.00	43,764.86	72.06
Total Dept 9060	HOSPITALIZATION	243.27	156,665.00	156,665.00	112,900.14	43,764.86	0.00	43,764.86	72.06
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	15.75	300.00	300.00	126.00	174.00	63.00	111.00	42.00
Total Dept 9089	MISC. EMPLOYEE BENEFITS	15.75	300.00	300.00	126.00	174.00	63.00	111.00	42.00
Total Fund 0003	LIBRARY FUND	49,757.07	1,504,719.00	1,520,057.82	775,022.12	745,035.70	54,333.28	690,702.42	50.99

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Fund 0004	HIGHWAY WHOLE TOWN FUND								
Dept 1989	UNCLASSIFIED								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	317,553.00	401,221.00	108,496.33	292,724.67	267,298.00	25,426.67	27.04
Total Dept 1989	UNCLASSIFIED	0.00	317,553.00	401,221.00	108,496.33	292,724.67	267,298.00	25,426.67	27.04
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,000.00	2,000.00	220.00	1,780.00	0.00	1,780.00	11.00
Total Dept 4560	PHYSICIAN	0.00	2,000.00	2,000.00	220.00	1,780.00	0.00	1,780.00	11.00
Dept 5130	MACHINERY								
0001	PERSONAL SERVICES	4,046.74	90,299.00	90,299.00	44,639.82	45,659.18	0.00	45,659.18	49.44
0002	EQUIPMENT & CAPITAL OUTLAY	858.96	8,700.00	8,700.00	8,050.04	649.96	0.00	649.96	92.53
0004	CONTRACTUAL & MISC. EXPENSE	22,350.61	164,700.00	184,894.06	149,576.36	35,317.70	12,419.91	22,897.79	80.90
Total Dept 5130	MACHINERY	27,256.31	263,699.00	283,893.06	202,266.22	81,626.84	12,419.91	69,206.93	71.25
Dept 5140	BRUSH & WEEDS								
0001	PERSONAL SERVICES	0.00	20,000.00	20,000.00	817.60	19,182.40	0.00	19,182.40	4.09
Total Dept 5140	BRUSH & WEEDS	0.00	20,000.00	20,000.00	817.60	19,182.40	0.00	19,182.40	4.09
Dept 5142	SNOW REMOVAL								
0001	PERSONAL SERVICES	0.00	884,687.00	884,687.00	594,030.96	290,656.04	0.00	290,656.04	67.15
0004	CONTRACTUAL & MISC. EXPENSE	94,567.51	467,350.00	468,700.58	389,073.03	79,627.55	2,345.58	77,281.97	83.01
Total Dept 5142	SNOW REMOVAL	94,567.51	1,352,037.00	1,353,387.58	983,103.99	370,283.59	2,345.58	367,938.01	72.64
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	150,867.00	150,867.00	34,914.98	115,952.02	0.00	115,952.02	23.14
Total Dept 9010	STATE RETIREMENT	0.00	150,867.00	150,867.00	34,914.98	115,952.02	0.00	115,952.02	23.14
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	307.51	76,346.00	76,346.00	51,415.11	24,930.89	0.00	24,930.89	67.34
Total Dept 9030	SOCIAL SECURITY	307.51	76,346.00	76,346.00	51,415.11	24,930.89	0.00	24,930.89	67.34
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	74,500.00	74,500.00	66,039.40	8,460.60	0.00	8,460.60	88.64
Total Dept 9040	WORKERS COMPENSATION	0.00	74,500.00	74,500.00	66,039.40	8,460.60	0.00	8,460.60	88.64
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	875.00	875.00	486.00	389.00	0.00	389.00	55.54
Total Dept 9045	LIFE INSURANCE	0.00	875.00	875.00	486.00	389.00	0.00	389.00	55.54
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00

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Fund 0004	HIGHWAY WHOLE TOWN FUND								
Dept 9050	UNEMPLOYMENT INSURANCE								
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	2,461.00	2,461.00	1,396.47	1,064.53	0.00	1,064.53	56.74
Total Dept 9055	DISABILITY INSURANCE	0.00	2,461.00	2,461.00	1,396.47	1,064.53	0.00	1,064.53	56.74
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	724.69	405,017.00	405,017.00	283,562.47	121,454.53	0.00	121,454.53	70.01
Total Dept 9060	HOSPITALIZATION	724.69	405,017.00	405,017.00	283,562.47	121,454.53	0.00	121,454.53	70.01
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	18.37	200.00	200.00	121.99	78.01	73.47	4.54	61.00
Total Dept 9089	MISC. EMPLOYEE BENEFITS	18.37	200.00	200.00	121.99	78.01	73.47	4.54	61.00
Total Fund 0004	HIGHWAY WHOLE TOWN FUND	122,874.39	2,668,555.00	2,773,767.64	1,732,840.56	1,040,927.08	282,136.96	758,790.12	62.47

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Fund 0005	HIGHWAY PART TOWN FUND								
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,600.00	2,600.00	820.00	1,780.00	0.00	1,780.00	31.54
Total Dept 4560	PHYSICIAN	0.00	2,600.00	2,600.00	820.00	1,780.00	0.00	1,780.00	31.54
Dept 5110	GENERAL REPAIRS								
0001	PERSONAL SERVICES	78,929.80	1,529,083.00	1,529,083.00	838,853.50	690,229.50	0.00	690,229.50	54.86
0004	CONTRACTUAL & MISC. EXPENSE	133,932.32	1,054,598.00	1,295,797.56	964,852.99	330,944.57	304,266.53	26,678.04	74.46
Total Dept 5110	GENERAL REPAIRS	212,862.12	2,583,681.00	2,824,880.56	1,803,706.49	1,021,174.07	304,266.53	716,907.54	63.85
Dept 5112	IMPROVEMENTS								
0002	EQUIPMENT & CAPITAL OUTLAY	4,022.20	196,324.00	266,871.00	153,436.93	113,434.07	94,595.00	18,839.07	57.49
Total Dept 5112	IMPROVEMENTS	4,022.20	196,324.00	266,871.00	153,436.93	113,434.07	94,595.00	18,839.07	57.49
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	180,914.00	180,914.00	38,803.90	142,110.10	0.00	142,110.10	21.45
Total Dept 9010	STATE RETIREMENT	0.00	180,914.00	180,914.00	38,803.90	142,110.10	0.00	142,110.10	21.45
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	5,846.26	117,281.00	117,281.00	62,819.15	54,461.85	0.00	54,461.85	53.56
Total Dept 9030	SOCIAL SECURITY	5,846.26	117,281.00	117,281.00	62,819.15	54,461.85	0.00	54,461.85	53.56
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	219,501.00	219,501.00	152,858.10	66,642.90	0.00	66,642.90	69.64
Total Dept 9040	WORKERS COMPENSATION	0.00	219,501.00	219,501.00	152,858.10	66,642.90	0.00	66,642.90	69.64
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	800.00	800.00	458.98	341.02	0.00	341.02	57.37
Total Dept 9045	LIFE INSURANCE	0.00	800.00	800.00	458.98	341.02	0.00	341.02	57.37
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	2,307.96	3,000.00	3,000.00	2,307.96	692.04	0.00	692.04	76.93
Total Dept 9050	UNEMPLOYMENT INSURANCE	2,307.96	3,000.00	3,000.00	2,307.96	692.04	0.00	692.04	76.93
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	2,400.00	2,400.00	1,331.50	1,068.50	0.00	1,068.50	55.48
Total Dept 9055	DISABILITY INSURANCE	0.00	2,400.00	2,400.00	1,331.50	1,068.50	0.00	1,068.50	55.48
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	314.30	460,850.00	460,850.00	338,365.15	122,484.85	0.00	122,484.85	73.42
Total Dept 9060	HOSPITALIZATION	314.30	460,850.00	460,850.00	338,365.15	122,484.85	0.00	122,484.85	73.42
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	18.38	300.00	300.00	158.76	141.24	73.53	67.71	52.92

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0005	HIGHWAY PART TOWN FUND								
Dept 9089	MISC. EMPLOYEE BENEFITS								
Total Dept 9089	MISC. EMPLOYEE BENEFITS	18.38	300.00	300.00	158.76	141.24	73.53	67.71	52.92
Total Fund 0005	HIGHWAY PART TOWN FUND	225,371.22	3,767,651.00	4,079,397.56	2,555,066.92	1,524,330.64	398,935.06	1,125,395.58	62.63
Grand Total		665,896.66	20,404,216.00	21,172,928.23	11,912,964.56	9,259,963.67	1,003,409.63	8,256,554.04	56.27

NOTE: One or more accounts may not be printed due to Account Table restrictions.

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0001	GENERAL FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	6,501,743.00	6,501,743.00	6,501,743.00	0.00	100.00
Item 1081	OTHER PYMT IN LIEU OF TAXES	0.00	0.00	10,077.00	10,077.00	10,065.48	11.52	99.89
Item 1090	INTEREST & PENALTY ON PROP TAX	0.00	0.00	162,000.00	162,000.00	92,186.55	69,813.45	56.91
Item 1170	FRANCHISES	0.00	0.00	424,000.00	424,000.00	420,433.04	3,566.96	99.16
Item 1232	TAX COLLECTOR FEES	0.00	0.00	2,800.00	2,800.00	0.00	2,800.00	0.00
Item 1255	CLERK FEES	397.50	(397.50)	3,500.00	3,500.00	1,806.93	1,693.07	51.63
Item 1550	DOG WARDEN FEES	0.00	0.00	1,000.00	1,000.00	184.00	816.00	18.40
Item 2001	CULTURE & RECREATION FEES	(592.00)	592.00	803,200.00	803,200.00	278,931.13	524,268.87	34.73
Item 2210	GENERAL SERVICES - OTHER GOV'T	4,890.00	(4,890.00)	0.00	0.00	4,890.00	(4,890.00)	100.00
Item 2228	GIS CHARGES, OTHER GOV'T	0.00	0.00	13,352.00	13,352.00	10,014.00	3,338.00	75.00
Item 2350	YOUTH SER/OTHER GOV'T.	0.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
Item 2351	PROGRAMS FOR AGING - OTHER GOV'T	0.00	0.00	38,372.00	38,372.00	17,968.18	20,403.82	46.83
Item 2401	INTEREST & EARNINGS	995.57	(995.57)	108,000.00	108,000.00	53,714.58	54,285.42	49.74
Item 2410	RENTAL OF LAND	5,693.10	(5,693.10)	127,103.00	127,103.00	72,217.90	54,885.10	56.82
Item 2411	FIELD USE FEES	0.00	0.00	7,200.00	7,200.00	0.00	7,200.00	0.00
Item 2450	COMMISSIONS	0.00	0.00	500.00	500.00	173.29	326.71	34.66
Item 2544	DOG LICENSES	1,644.00	(1,644.00)	17,000.00	17,000.00	10,759.00	6,241.00	63.29
Item 2560	STREET OPENING PERMITS	140.00	(140.00)	2,550.00	2,550.00	1,810.00	740.00	70.98
Item 2590	PERMITS	735.00	(735.00)	8,000.00	8,000.00	6,241.00	1,759.00	78.01
Item 2610	FINES & FORFEITED BAIL	4,075.50	(4,075.50)	75,000.00	75,000.00	26,389.25	48,610.75	35.19
Item 2660	SALE OF LAND	0.00	0.00	0.00	0.00	416,235.00	(416,235.00)	100.00
Item 2665	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	150.00	(150.00)	100.00
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	35.55	464.45	7.11
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	1,500.00	1,500.00	12,567.66	(11,067.66)	837.84
Item 2705	GIFTS & DONATIONS	0.00	0.00	23,100.00	23,100.00	904.36	22,195.64	3.91
Item 2770	OTHER UNCLASSIFIED REVENUES	84.65	(84.65)	22,367.00	22,367.00	4,736.37	17,630.63	21.18
Item 2801	INTERFUND REVENUES	0.00	0.00	24,000.00	24,000.00	0.00	24,000.00	0.00
Item 3001	STATE AID PER CAPITA	0.00	0.00	108,081.00	108,081.00	0.00	108,081.00	0.00
Item 3005	MORTGAGE TAX	0.00	0.00	875,000.00	875,000.00	496,585.95	378,414.05	56.75
Item 3040	REAL PROPERTY TAX ADMIN	0.00	0.00	0.00	0.00	774.20	(774.20)	100.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	450,000.00	450,000.00	450,000.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	1,323,260.00	1,614,283.19	0.00	1,614,283.19	0.00
Total Fund 0001	GENERAL FUND	18,063.32	(18,063.32)	11,140,205.00	11,431,228.19	8,891,516.42	2,539,711.77	77.78

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0002	PART TOWN FUND							
Item 1120	SALES TAX	0.00	0.00	900,000.00	900,000.00	700,000.00	200,000.00	77.78
Item 1560	SAFETY INSPECTION FEES	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
Item 1570	DEMOLITION PERMITS	40.00	(40.00)	750.00	750.00	515.00	235.00	68.67
Item 2110	ZONING FEES	144.00	(144.00)	2,500.00	2,500.00	1,666.00	834.00	66.64
Item 2115	PLANNING BOARD FEES	0.00	0.00	11,000.00	11,000.00	6,338.97	4,661.03	57.63
Item 2401	INTEREST & EARNINGS	329.19	(329.19)	14,000.00	14,000.00	5,330.52	8,669.48	38.08
Item 2545	LICENSES, OTHER	150.00	(150.00)	3,000.00	3,000.00	2,025.00	975.00	67.50
Item 2550	PERMITS - CERT. OF OCCUPANCY	80.00	(80.00)	3,000.00	3,000.00	1,765.75	1,234.25	58.86
Item 2555	BUILDING & ALTERATION PERMITS	3,307.40	(3,307.40)	90,500.00	90,500.00	48,393.70	42,106.30	53.47
Item 2590	PERMITS	300.00	(300.00)	3,000.00	3,000.00	1,040.00	1,960.00	34.67
Item 2591	FIRE ALARM PERMITS	0.00	0.00	1,000.00	1,000.00	4,380.00	(3,380.00)	438.00
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	575.14	(575.14)	100.00
Item 2770	OTHER UNCLASSIFIED REVENUES	0.00	0.00	0.00	0.00	0.75	(0.75)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	284,336.00	329,727.02	0.00	329,727.02	0.00
Total Fund 0002	PART TOWN FUND	4,350.59	(4,350.59)	1,323,086.00	1,368,477.02	772,030.83	596,446.19	56.42

Date Prepared: 09/11/2020 09:54 AM

Report Date: 09/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

GLR0116 1.0

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Prepared By: BRIAN

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0003	LIBRARY FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,353,119.00	1,353,119.00	1,353,119.00	0.00	100.00
Item 2080	COPIER FEES	0.00	0.00	1,600.00	1,600.00	344.74	1,255.26	21.55
Item 2081	COLLECTION FEES	0.00	0.00	1,000.00	1,000.00	334.04	665.96	33.40
Item 2082	LIBRARY FINES	323.75	(323.75)	55,000.00	55,000.00	13,789.89	41,210.11	25.07
Item 2083	PRINTING REVENUE	0.00	0.00	5,500.00	5,500.00	1,136.85	4,363.15	20.67
Item 2401	INTEREST & EARNINGS	38.16	(38.16)	13,500.00	13,500.00	7,367.58	6,132.42	54.57
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	128.86	(128.86)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	75,000.00	90,338.82	0.00	90,338.82	0.00
Total Fund 0003	LIBRARY FUND	361.91	(361.91)	1,504,719.00	1,520,057.82	1,376,220.96	143,836.86	90.54

Date Prepared: 09/11/2020 09:54 AM

Report Date: 09/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

GLR0116 1.0

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Prepared By: BRIAN

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0004	HIGHWAY WHOLE TOWN FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,714,055.00	1,714,055.00	1,714,055.00	0.00	100.00
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	488,000.00	488,000.00	250,490.63	237,509.37	51.33
Item 2401	INTEREST & EARNINGS	381.60	(381.60)	40,000.00	40,000.00	15,039.15	24,960.85	37.60
Item 2650	SALE OF SCRAP & EXCESS	0.00	0.00	1,500.00	1,500.00	840.10	659.90	56.01
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	343.63	(343.63)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	425,000.00	530,212.64	0.00	530,212.64	0.00
Total Fund 0004	HIGHWAY WHOLE TOWN FUND	381.60	(381.60)	2,668,555.00	2,773,767.64	1,980,768.51	792,999.13	71.41

Date Prepared: 09/11/2020 09:54 AM

Report Date: 09/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

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Prepared By: BRIAN

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0005	HIGHWAY PART TOWN FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	593,327.00	593,327.00	593,327.00	0.00	100.00
Item 1120	SALES TAX	0.00	0.00	2,408,000.00	2,408,000.00	795,847.01	1,612,152.99	33.05
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
Item 2401	INTEREST & EARNINGS	534.24	(534.24)	40,000.00	40,000.00	16,171.01	23,828.99	40.43
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	300.68	(300.68)	100.00
Item 3501	CHIPS PROGRAM	0.00	0.00	171,324.00	241,871.00	0.00	241,871.00	0.00
Item 5999	APPROP FD BALANCE	0.00	0.00	550,000.00	791,199.56	0.00	791,199.56	0.00
Total Fund 0005	HIGHWAY PART TOWN FUND	534.24	(534.24)	3,767,651.00	4,079,397.56	1,405,645.70	2,673,751.86	34.46
Grand Total		23,691.66	(23,691.66)	20,404,216.00	21,172,928.23	14,426,182.42	6,746,745.81	68.14

NOTE: One or more accounts may not be printed due to Account Table restrictions.

MEMORANDUM

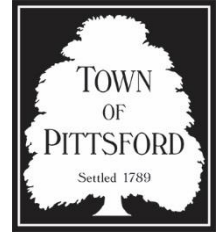
To: Pittsford Town Board

From: Brian Luke

Date: September 11, 2020

Regarding: Surplus Inventory

For Meeting On: September 15, 2020



Attached is a list of surplus inventory for the Town Board to declare surplus in order for it to be removed from the Town's inventory.

Be it resolved, that the attached list of equipment be declared surplus/junk and be removed from the Town's inventory.

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
18961	2017	John Deere Loader	DPW	\$148,397.74	Traded In
17317	2012	Whirlpool Refrigerator	DPW	\$1,051.00	Junked
14191	2004	Metal Cabinet	Sewer	\$421.00	Junked
14192	2004	Metal Cabinet	Sewer	\$421.00	Junked
TOTAL:				\$150,290.74	

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: September 8, 2020

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: September 15, 2020

1. The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Christine Winter	Recreation	Rec Supervisor – FT Civil Service Transfer	\$26.46	09/08/2020

All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Christine Winter	Recreation	Rec Supervisor – FT Civil Service Transfer	\$26.46	09/08/2020

In the event the Town Board determines that the proposed action should be taken, I move that the subject employees be approved for the date of hire as indicated.

2. The following employee(s) are recommended for a status change and/or salary change due to a change in status.

Name	Position	Reason for Change	Rate	Effective Date
Melissa Desir	Librarian I - PT	Promotion (NYS Public Librarian Prof. Certificate)	\$23.12	09/08/2020

Should the Board approve the above recommendations and personnel adjustments, the following resolution is being proposed, RESOLVED, that the Town Board approves the appointment for the following employee(s):

Name	Position	Reason for Change	Rate	Effective Date
Melissa Desir	Librarian I - PT	Promotion (NYS Public Librarian Prof. Certificate)	\$23.12	09/08/2020

In the event the Town Board determines that the proposed action should be taken, I move that the subject employee(s) be approved for the date of status change as indicated.