

## Minutes of the Town Board for May 4, 2021

### TOWN OF PITTSFORD TOWN BOARD MAY 4, 2021

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, May 4, 2021 at 6:00 P.M. local time.

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

**ABSENT:** None.

**ALSO PRESENT:** Staff Members: Jessie Hollenbeck, Recreation Director; Cheryl Fleming, Personnel Director; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk; Shelley O'Brien, Communications Director; Joy Brown, Technology Director and Spencer Bernard, Chief of Staff.

**ATTENDANCE:** There were twenty-two (22) members of the public in attendance, as well as two (2) additional staff members and an interpreter.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. Supervisor Smith led all present in the Pledge to Flag.

The Supervisor noted that the interpreter is experiencing some technical difficulties and will join the meeting as soon as technically possible.

#### **SUPERVISOR'S ANNOUNCEMENTS**

- 1) National "Bike to School Day" is tomorrow – May 5: Supervisor Smith reminded everyone of this important day and asked all to drive slowly and be alert for bikers. They will be traveling a route from Jefferson Road/Edgewood Church (near the old YMCA) to the school from 7:30 a.m. to 8:00 a.m., and also from 11:15 a.m. to 12:15 p.m.
- 2) May is Asian Pacific Heritage Month – Supervisor Smith announced that the Pittsford Community Library has a special exhibit this month with outstanding books by Asian and Pacific Islander authors. He encourages all to visit our Library to learn more and to obtain a full schedule of events and programs related to Asian Pacific Heritage Month.
- 3) Free "Drive-Thru" Rabies Clinic – Thursday, May 13, 4:30 p.m. – 7:30 p.m. at the Highway Garage, 60 Golf Avenue.
- 4) Zoning Update – comments continue to be accepted for the proposed zoning update and the interactive zoning map is available and accepting comments through May 24th. The Supervisor encourages the public to visit the website and offer comments.

#### **MINUTES OF THE APRIL 20, 2021 APPROVED**

A Resolution to approve the April 20, 2021 Minutes was offered by Councilmember Townsend, seconded by Deputy Supervisor Munzinger, 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 Minutes of the April 20, 2021 meeting are approved as written.

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Supervisor Smith reviewed the procedure for offering public comments during the meeting.

### **FINANCIAL MATTERS**

#### **PUBLIC COMMENTS**

No comments were offered regarding Financial Matters.

### **PRESENTATION OF ANNUAL AUDIT BY BONADIO & COMPANY**

Randy Shepard, a representative from Bonadio and Company, presented a summary review of the Town's Annual Audit to the Town Board. Following his presentation and reviewing the highlights of the Audit Report, he answered questions from the Town Board. (Complete report is on file in the Town Clerk's office).

### **TOWN COURT FINANCIAL REVIEW BY BONADIO & COMPANY ACKNOWLEDGED**

Financial Director, Brian Luke, presented and explained the need for the Town Board to acknowledge the Justice Court Financial Review, which was also completed by Bonadio and Company, in compliance with Section 2019-a of the Uniform Justice Court Act. Following the Town Board approval, it must be filed with the Town Clerk.

Thereafter, Supervisor Smith made offered a Resolution to acknowledge the required Justice Court financial review, 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 acknowledges that the required Justice Court financial review, pursuant to Section 2019-a of the Uniform Justice Court Act, has been conducted and is ordered to be filed with the Town Clerk.

### **BUDGET TRANSFER APPROVED**

A Resolution to approve the proposed Budget Transfer to purchase ADA restroom signage and trash receptacles for the Library was 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 \$1,500.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.3 (Bldg. Capital Improvements – Library) to purchase ADA restroom signage and trash receptacles for the Library per the 2021 budget.

### **OPERATIONAL MATTERS**

#### **PUBLIC COMMENTS**

No comments were offered regarding Operational Matters.

### **PUBLIC HEARING SET FOR REFUSE DISTRICTS**

#### **BURLINGAME REFUSE DISTRICT ORDER FOR HEARING APPROVED**

A Resolution to set the a public hearing for the proposed Burlingame Refuse Districts was offered by Councilmember Townsend, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Burlingame Refuse District," have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Chatham Woods Section J