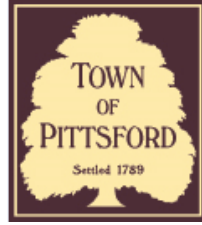


**SUPERVISOR**  
William A. Smith, Jr.



**COUNCIL MEMBERS**  
Kate Bohne Munzinger, Deputy Supervisor  
Cathy Koshykar  
Kim Taylor  
Stephanie Townsend

**Town Board Agenda**  
**Town Hall – 11 S. Main Street, Pittsford – Lower Level**  
**Thursday, December 28, 2023 – 10:00 AM**

**Call to Order**

**Pledge of Allegiance**

**Financial Matters**

Public Comment  
2024 General Reserve Appropriations  
2024 Sewer Reserve Appropriations  
Budget Transfers  
Surplus Inventory  
Vouchers

**Public Comment**

**Adjournment**

## PUBLIC MEETINGS OF THE TOWN BOARD are IN-PERSON at TOWN HALL

### ***ATTENDING IN PERSON***

#### **Comments:**

As always, comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf. To comment you must sign in at the sign-in desk.

### ***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/FcqTL0OYMCGU6WlccUApyUL3twz4dm9V/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 6:00 pm when the board meeting starts and you can view the meeting live while it is happening.

#### **Comments:**

Comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf.

- at any time before 2:30pm on the day of the meeting (a) by email to [comments@townofpittsford.org](mailto: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 2:30 pm on the day of the meeting;  
***and, in addition,***
- at any time ***during*** the meeting by email to [comments@townofpittsford.org](mailto:comments@townofpittsford.org)
- All comments submitted should **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. The Clerk will read your name, but not your street address unless you ask for it to be read.

#### **2. On-Demand Video**

As always, video will be uploaded to our cable access station's streaming portal subsequent to the meeting, usually within a few days. It is available on demand. You can see it here:

<https://videoplayer.telvue.com/player/FcqTL0OYMCGU6WlccUApyUL3twz4dm9V/stream/690?fullscreen=false&showtabssearch=true&autostart=true>

# MEMORANDUM

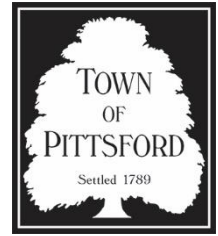
**To:** Town Board

**From:** Brian Luke, Director of Finance

**Date:** December 27, 2023

**Regarding:** General Reserve Appropriation for 2024

**For Meeting On:** December 28, 2023



The 2024 budget calls for \$ 350,000.00 to be appropriated from the General Reserve. These funds would be used to offset capital costs of various equipment purchases and building improvements. The transfer of these funds needs to be approved by the Town Board and is subject to a 30 day permissive referendum. In order to start this process, I would ask that the following resolution be passed.

**Resolved, that \$350,000.00 be appropriated from the General Reserve Fund and transferred to the General Fund to offset the cost of capital purchases scheduled for the fiscal year 2024. Be it further resolved, that this resolution is subject to permissive referendum.**

# MEMORANDUM

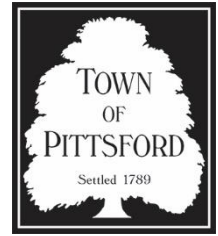
**To:** Town Board

**From:** Brian Luke, Director of Finance

**Date:** December 27, 2023

**Regarding:** Sewer Reserve Appropriation for 2024

**For Meeting On:** December 28, 2023



The 2024 budget calls for \$100,000.00 to be appropriated from the Sewer Reserve. The transfer of these funds needs to be approved by the Town Board and is subject to a 30 day permissive referendum. In order to start this process, I would ask that the following resolution be passed.

**Resolved, that \$100,000.00 be appropriated from the Sewer Reserve Fund and transferred to the Sewer Fund for fiscal year 2024. Be it further resolved, that this resolution is subject to permissive referendum.**

12/28/23

## Budget Transfers

### **Be it resolved that the following are approved:**

That \$1,001.00 be transferred from 1.1989.2025.2.7 (Whole Town General – Fleet) to the Whole Town Equipment Capital Reserve.

That \$350.00 be transferred from 1.1989.2029.1.1 (Whole Town General – Fleet) to the Whole Town Equipment Capital Reserve.

That \$102,928.00 be transferred from 1.1990.4000.1.1 (Whole Town General – Contingency) to the Whole Town Equipment Capital Reserve.

That \$23,540.00 be transferred from 1.9950.9000.1.1 (Whole Town General – Transfer to Capital) to the Whole Town Equipment Capital Reserve.

That \$100,000.00 be transferred from 1.9060.8000.1.1 (Whole Town General – Medical) to the Whole Town Equipment Capital Reserve.

That \$96,148.00 be transferred from 4.1989.2003.2.4 (Whole Town Highway – Fleet) to the Whole Town Equipment Capital Reserve.

That \$9,343.00 be transferred from 1.1989.2001.3.2 (Whole Town General – I.T. Replacement) to the Whole Town Office Equipment Capital Reserve.

That \$1,705.00 be transferred from 2.1989.2003.602.4 (Part Town General – Fleet) to the Part Town Equipment Capital Reserve.

That \$44,000.00 be transferred from 2.1990.4000.1.1 (Part Town General – Contingency) to the Part Town Equipment Capital Reserve.

That \$17,500.00 be transferred from 2.9010.8000.1.1 (Part Town General – Retirement) to the Part Town Equipment Capital Reserve.

That \$6,000.00 be transferred from 2.9040.8000.1.1 (Part Town General – Workers Comp) to the Part Town Equipment Capital Reserve.

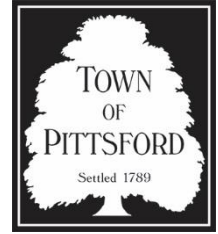
That \$29,750.00 be transferred from 5.9010.8000.55.4 (Part Town Highway – Retirement) to the Part Town Equipment Capital Reserve.

That \$8,062.00 be transferred from 6.1989.2029.2.6 (Sewer – Fleet) to the Sewer Equipment Capital Reserve.

That \$100,000.00 be transferred from 6.9950.9000.0001.0006 (Sewer – Transfer to Capital) to the Sewer Equipment Capital Reserve.

# MEMORANDUM

**To:** Pittsford Town Board  
**From:** Brian Luke, Director of Finance  
**Date:** December 27, 2023  
**Regarding:** Surplus Inventory  
**For Meeting On:** December 28, 2023



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

**Be it resolved that the attached list of inventory be declared surplus and be removed from the Town's inventory.**

<b>Asset #</b>	<b>Description</b>	<b>Department</b>	<b>Cost</b>	<b>Disposition</b>
15887	Mobile island display	Library	\$ 1,595.00	Disposed