

## Minutes of the Town Board for May 22, 2018

### **TOWN OF PITTSFORD TOWN BOARD MAY 22, 2018**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, May 22, 2018 at 6:00 P.M. local time in Pittsford Town Hall.

**PRESENT:** Supervisor William A. Smith, Jr.; Councilpersons Kevin Beckford, Katherine B. Munzinger, Matthew J. O'Connor and Stephanie Townsend.

**ABSENT:** There were no Town Board members absent.

**ALSO PRESENT:** Staff Members: Paul J. Schenkel, Commissioner of Public Works; Gregory J. Duane, Finance Director; Jessie Hollenbeck, Recreation Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk; Suzy Ward, Assistant to Supervisor.

**ATTENDANCE:** There were thirty-one (31) members of the public in attendance. There were also five (5) additional staff members present.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M., inviting Councilman O'Connor to lead in the Pledge to the Flag. The Town Clerk noted that all members were present.

#### **ANNOUNCEMENTS FROM SUPERVISOR**

Supervisor Smith made the following announcements:

- **Pest Management Practices:** – Supervisor Smith informed the Town Board that he has tasked Commissioner of Public Works, Paul Schenkel, and Parks Foreman, Jessica Neal, with reviewing current pesticide application practices and researching alternatives to current practices. The Supervisor asked that Commissioner Schenkel and Ms. Neal work with industry experts, including NYS Integrated Pest Management and Control, Cornell Cooperative Extension and MCC's Agriculture Life Science Institute. In addition to environmental and health impacts, the Supervisor asked that the review encompass the budgetary impact of any recommended changes.
- **National Public Works Week** – Supervisor Smith recognized and thanked all of the Town's Public Works staff for their dedication and hard work throughout the Town. He outlined the many projects being addressed, just this week, by the Department, including, but not limited to: East Avenue Sidewalk Construction, yard debris collection, paving of Hopkins Park parking lot, drainage repairs on French Road, playground restoration at Thoernell Farm Park and Spiegel Community Center, flushing of sanitary sewers, repairs to catch basins and storm pipe ahead of repaving on Sherwood Drive and Callingham Road, reconstruction and maintenance of our many trails, building and construction inspections, and the review and consideration of new subdivision applications .
- **Community Events Postcard** – Supervisor Smith noted that all Pittsford residents should have received the Community Events Card in the mail. He thanked the Recreation Department for putting together another exceptional line-up of family-friendly entertainment. He noted the addition of two (2) special events this year: the RPO Concert on July 25th at 7:30 p.m. and the Corning Museum of Glass, GlassBarge, which will be docking Canalside at the Port of Pittsford on August 25<sup>th</sup> and 26<sup>th</sup>.
- **Community Choice Aggregation (CCA)** – the Town is planning to hold another public meeting on this initiative. The Supervisor said that he anticipates the meeting will be scheduled for some time in June.
- **Friends of Pittsford Library** – The Supervisor applauded the Friends of the Pittsford Community Library for raising over \$17,500 during their most recent book sale.
- **Memorial Day Weekend** – The Supervisor reminded everyone that the Town's Paddle & Pour festival will be held Saturday, May 26th at Schoen Place in conjunction with the Pittsford Regatta. He also reminded everyone of the Memorial Day Parade and Ceremony on Monday, May 28th at 10AM.

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### **MEETING MINUTES OF APRIL 18, 2018 AND MAY 1, 2018 APPROVED AS AMENDED**

Councilwoman Townsend requested an edit to the May 1, 2018 draft Minutes. Thereafter a Resolution to approve the Meeting Minutes of the April 18, 2018, as written, and the Meeting Minutes of the May 1, 2018, as amended, was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Meeting Minutes of April 18, 2018 are approved as written, and be it further

**RESOLVED**, that the Meeting Minutes of May 1, 2018 are approved as amended.

### **LEGAL MATTERS**

#### **PUBLIC COMMENT**

Supervisor Smith asked for public comments on the next Agenda item, the acceptance of an offer of dedication of land. There were none.

### **ACCEPTANCE OF OFFER OF DEDICATION FOR RYAN TOBEY PUD PARCEL APPROVED**

A brief explanation of the proposed Resolution was given by Supervisor Smith, followed by further clarification by Town Attorney Robert Koegel. Thereafter, a motion to accept the dedication of one (1) parcel of land of a portion of Tobey PUD Parcel 6 (formerly known as Parcel 2 of the Ryson Subdivision) was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, Ryan Homes, Inc., by "Offer of Dedication of Public Land", dated January 24, 2018, has offered to dedicate one (1) parcel of land in the Town of Pittsford, Monroe County, New York, consisting of approximately 2.367 acres of a portion of Tobey PUD Parcel 6 (formerly known as Parcel 2 of the Ryson Subdivision), as shown on a map prepared by McMahon-LaRue, Associates P.C. entitled, Ryson Subdivision, dated June 2014, and filed with the Monroe County Clerk in Liber 348 of Maps, Page 77 on 9/24/14, and such Offer has been presented to the Town Board of the Town of Pittsford, and it appearing therefrom to the satisfaction of the Town Board that the lands so offered for dedication have been and are properly surveyed and mapped and should be accepted as Lands of said Town, and that all claims for damage have been properly released;

NOW, on Motion duly made and seconded, it was

**RESOLVED**, that the Town Board of the Town of Pittsford does hereby consent that the aforesaid land, located in the Town of Pittsford, Monroe County, New York, and as more particularly described as set forth on "Schedule A" of the Offer, be accepted in dedication as wetland area contiguous with existing Town-owned stormwater facilities; and be it further

**RESOLVED**, that any taxes that are currently due or will become due on said parcels of land, as a result of the assessment roll in effect at the time of this acceptance, shall be the responsibility of the grantor dedicating the parcel of land to the Town.

#### **PUBLIC COMMENT**

Supervisor Smith asked for public comments on the next agenda item to consider the renewal of the U of R contract for the Town's Employee Assistance Program. There were none.

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### **UNIVERSITY OF ROCHESTER EAP (EMPLOYEE ASSISTANCE PROGRAM) 2018 CONTRACT RENEWAL APPROVED**

A Resolution to approve the renewal of the University of Rochester's EAP Contract was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Supervisor be authorized to execute the annual UR Medicine EAP agreement with the University of Rochester Medical Faculty Group and the Department of Psychiatry for the benefits of the UR Medicine EAP.

### **ELDERBERRY EXPRESS AGREEMENT RENEWAL APPROVED**

A Resolution to approve the proposed annual renewal agreement with Elderberry Express was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Supervisor be authorized to enter into and sign the proposed 2018 Agreement with Elderberry Express, Inc.

### **PUBLIC COMMENTS**

Supervisor Smith asked for public comments on the next agenda item to consider setting a Public Hearing for Local Law No. 2 of 2018. There were none.

### **SET PUBLIC HEARING – LOCAL LAW NO. 2 OF 2018 – AMENDING SECTION 145-7 & 145-22 OF THE PITTSFORD TOWN CODE APPROVED**

After a brief explanation by Town Attorney Koegel, Supervisor Smith introduced Local Law No. 2 of 2018 to restrict parking in the electric vehicle recharging spaces to electric vehicles being charged, and to impose penalties for violations of those restrictions. Thereafter, a motion was made by Supervisor Smith to set a Public Hearing for Local Law No. 2 of 2018, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, true and correct copies of proposed Local Law No. 2 of 2018, amending §145-7 & §145-22 of the Code of the Town of Pittsford to restrict parking in electric vehicle parking spaces and to impose penalties for violations of those restrictions; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 2 of 2018, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 19th day of June, 2018, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 2 of 2018; NOW, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 19th day of June, 2018, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of said proposed Local Law No. 2 of 2018; and be it further

**RESOLVED**, that a Notice of Hearing and a copy of said proposed Local Law No. 2 of 2018, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

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**RESOLVED**, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 2 of 2018, or a summary thereof, on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

*A copy of the proposed Local Law No. 2 of 2018 is as follows:*

**BE IT ENACTED BY THE  
TOWN BOARD OF THE  
TOWN OF PITTSFORD  
NEW YORK  
AS FOLLOWS:**

**LOCAL LAW NO. 2 OF 2018:  
AMENDING §145-7 & §145-22 OF THE CODE OF THE TOWN OF PITTSFORD  
TO RESTRICT PARKING IN ELECTRIC VEHICLE PARKING SPACES AND  
TO IMPOSE PENALTIES FOR VIOLATIONS OF THOSE RESTRICTIONS**

Sec. 1            Title

This Local Law shall be known as “Local Law No. 2 of 2018: Amending §145-7 & §145-22 of The Code of the Town of Pittsford to restrict parking in electric vehicle parking spaces and to impose penalties for violations of those restrictions.”

Sec. 2            Amendments to Existing Law

The Code of the Town of Pittsford, Chapter 145, Article III, §145-7, and Article VII, §145-22, shall be amended to read as follows:

§ 145-7. Parking restrictions.

Vehicles must be parked only in marked designated areas in said lots, fire lanes must be kept clear, vehicles cannot be parked in designated “no parking” zones, vehicles cannot be parked less than 15 feet from a fire hydrant, vehicles cannot block fire exits, designated handicap parking spaces may be used only for the parking of vehicles bearing the authorized handicap plate or permit, vehicles must be parked in designated parking spaces in municipal lots only for the time periods established by resolution of the Town Board, non-electric vehicles cannot be parked in spaces designated for electric vehicles, and electric vehicles parked in spaces designated for electric vehicles must be connected to the charging stations provided to such spaces.

§ 145-22. Penalties for parking violations.

The owner or operator of any motor vehicle which is parked in violation of a provision of article III of this chapter is guilty of a parking violation and shall be subject to the following penalties, in addition to any state surcharge amount:

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- A. Overtime parking violations in municipal lots or private plazas shall carry a fine of \$20.
- B. Parking in “no parking” zones, parking on streets or parts of streets permanently or temporarily designated as “no parking,” parking in violation of snow season restrictions and fire hydrant parking violations shall carry a fine of \$25.
- C. Fire lane parking violations and electric vehicle parking space violations shall carry a fine of \$50.
- D. Handicap parking violations shall carry a fine of \$75.

### Sec. 3 Severability

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

### Sec. 4 Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

### **PUBLIC COMMENT**

Supervisor Smith asked for public comments on the next agenda item to set a public hearing to consider the new agreement for the Northside Fire Protection District Agreement. There were none.

### **NORTHSIDE FIRE PROTECTION DISTRICT AGREEMENT APPROVED**

Supervisor Smith briefly described the need to consider and set a public hearing for the agreement with the East Rochester Fire Department to service the Northside Fire Protection District. He also introduced Neil Herko, Fire Chief of the East Rochester Fire Department. Following brief discussion, a Resolution to set a Public Hearing to consider the approval of the proposed “Northside Fire Protection District Agreement” with the Town/Village of East Rochester was offered by Supervisor Smith, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O’Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that a Public Hearing be set for June 19, 2018 at 6:00 p.m., local time, to consider the approval of the proposed “Northside Fire Protection District Agreement” with the Town/Village of East Rochester.

### **FINANCIAL MATTERS**

#### **PUBLIC COMMENT**

Supervisor Smith asked for public comments regarding the proposed approval of an Agreement with Burgundy Basin Inn for the Annual Town Employee Meeting. There were none.

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**TOWN OF PITTSFORD EMPLOYEE ANNUAL MEETING APPROVED**

Following brief discussion, a Resolution to approve the contract for the annual Town Employee Meeting was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Supervisor be authorized to enter into and sign the Agreement with the Burgundy Basin Inn for the Town employee annual breakfast meeting on October 17, 2018, for a guarantee minimum of 125 persons at a cost of \$21.54 per person.

**OPERATIONAL MATTERS  
MAY SURPLUS INVENTORY  
PUBLIC COMMENT**

Supervisor Smith asked for public comments regarding the consideration of Surplus Inventory. There were none.

Commissioner of Public Works Paul Schenkel gave the board a brief description of the items for surplus and the three items, separately listed for surplus and sale to the Town of Irondequoit. Thereafter, a motion was offered to approve the proposed surplus items and approval for sale by Councilman O'Connor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolutions were declared carried as follows:

**RESOLVED**, that the list of equipment as outlined below, be declared surplus/junk and be removed from the Town's inventory.

**MAY SURPLUS INVENTORY LIST**

Asset #	Year	Description	Cost	Disposition	Department
Property I.D. #	Town Veh/Equip #	Description, Model, Make, Year (Including Serial #)	Cost	Disposition Date Junked, Auction, On Line	Dept
16714	#451	2010 Intern'l dump trk 1HTWZSHR2AJ227817	\$158,529.00	auction 2018	Hwy
16715	#451	Tenco Front plow ser,#41678, model TCO-115-55-SR-ST	\$10,000.00	auction 2018	Hwy
16716	#451	Tenco Wing ser#41932, model TCW-105-38-N-R	\$3,344.00	auction 2018	Hwy
17227		Dewalt 18V cordless drill SN 853260	\$249.00	junk	Parks
10308		Drafting table no SN	\$275.00	junk	Parks

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10174		Smithco Compressor line marker, SN, LN345	\$3,200.00	junk	Parks
15931		Bobcat 68" toothed bucket	\$680.00	traded-in	Parks
		SN, 041119			
11195		Globe office chair - blue	\$100.00	junk	Parks

And be it further,

**RESOLVED**, that Town Board declares the three items below to surplus and be removed from the Town's inventory and further authorizes the sale to the Town of Irondequoit for a total of \$49,500.

Property ID	Description	Original Cost
16711	2010 International 6 Wheel Dump Truck S/N 1HTWZSHROAJ227816	\$158,529
16712	Tenco Front Plow S/N 41801	\$10,000
16713	Tenco Wing Plow S/N 41670	\$3,344

**MAY VOUCHERS APPROVED**

**PUBLIC COMMENT**

Supervisor Smith asked for public comments regarding the payment of Vouchers under consideration. There were none.

A Resolution to approve the May 2018 vouchers was moved by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by the members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the May 2018 vouchers No. 135,978 through No. 136,462 in the amount of \$1,661,865.26 are approved for payment.

**PERSONNEL MATTERS**

**PUBLIC COMMENT**

Supervisor Smith asked for public comments on Agenda items under the heading "Personnel Matters." There were none.

**HIRING RECOMMENDATIONS AND SALARY ADJUSTMENTS APPROVED**

Councilman O'Connor confirmed that he has audited the records for the proposed part-time and seasonal hires and that all the documents are in order. Thereafter, a Resolution to approve the proposed hiring and salary adjustments was offered by Supervisor Smith, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

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**RESOLVED**, that the Town Board approve the following persons as part-time and/or seasonal hire and confirmed as the date of hire as indicated hereto:

<b>Name</b>	<b>Department</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Chelsea Madden	Personnel	Office Clerk III - PT	\$15.00	04/23/2018
Sophie Renzi	Recreation	Rec Asst – After School - PT	\$10.40	04/23/2018
Kristine Sanborn	Court	Clerk to Town Justice – FT	\$42,000	04/30/2018
Koby Wallman	Sewer	Seasonal Laborer – PT	\$11.25	05/08/2018
Emily Kornack	Recreation	Rec Asst – After School	\$10.40	05/10/2018
Robert Kleinhammer	Highway	Seasonal Laborer – PT	\$11.25	05/14/2018
Aiden Kluge	Recreation	Rec Asst – After School PT	\$10.40	05/15/2018
Benjamin Colton	Parks	Seasonal Laborer – PT	\$12.00	05/21/2018
Megan Deuel	Recreation	Rec Asst – Swim PT	\$10.40	05/29/2018
Joshua Gagnier	Parks	Seasonal Laborer – PT	\$11.00	06/16/2018
Taylor Naeye	Recreation	Rec Asst – Summer Fun PT	\$10.40	06/21/2018
Tyler Love	Recreation	Rec Asst – Summer Fun PT	\$10.40	06/21/2018
Nicole Albertelli	Recreation	Rec Asst – Summer Fun PT	\$10.40	06/21/2018

And be it further

**RESOLVED**, that the Town Board approves the status and salary adjustments for the following employees as recommended:

<b>Name</b>	<b>Position</b>	<b>Old Rate</b>	<b>New Rate</b>	<b>Effective From:</b>
Andrew Urckfitz	Rec Asst 3	moving from FT to PT	\$12.55	04/30/2018
Alison Burchett	Asst Rec Dir	Interim Asst Rec Director	\$53,089	05/02/2018
Caleb Sandburg	Laborer	Moving from PT to FT	\$15.22	05/14/2018
Scott Clayton	Laborer	Obtained Class B License	\$16.22	05/14/2018
Ryan Secor	Laborer	Class B License	\$16.22	05/14/2018
Michael Hook	Laborer	Moving from PT to FT	\$15.22	05/14/2008
Nicholas Polizzi	Laborer	Seasonal Hwy to Parks	\$12.00	05/16/2018
Carrie Halstead	Rec Asst 4	added new position	\$13.50	06/21/2018

### **TRAINING REQUESTS APPROVED**

#### **PUBLIC COMMENT**

Supervisor Smith asked for public comments on the proposed Training Request. There were none.

### **2018 NEW YORK TECH SUMMIT**

A Resolution to approve Technology Director, Joy Brown, to attend an educational conference was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Technology Director, Joy Brown, be approved to attend the 2018 New York Tech Summit from June 7 – 8, 2018, at the Turning Stone Resort in Verona, NY for a cost of \$595 plus \$275 in travel expenses.

### **MANAGING MULTIPLE PRIORITIES SEMINAR**

A Resolution to approve Director of Planning, Zoning and Development, Doug DeRue, to attend an educational seminar was offered by Deputy Supervisor Munzinger, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:



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**RESOLVED**, that the Director of Planning, Zoning and Development be approved to attend the seminar entitled "Managing Multiple Priorities, Projects and Deadlines" that is being offered in Rochester, NY, for a cost of \$149 on Monday, July 16, 2018.

### **OTHER BUSINESS/TOWN BOARD COMMENTS**

**RTS Proposal to Change Bus Route** - Councilwoman Townsend requested feedback from the Town Board regarding RTS's proposal to change the bus route in Pittsford. Their proposal currently eliminates the bus route on East Avenue into the Village, leaving Pittsford Plaza as the only stop in the Town. She indicated that it may be good to compile the collective comments of the Town Board and to convey them to RTS. Supervisor Smith suggested that the Board send their comments to him, and that he would convey the collective response to Bill Carpenter, CEO of RTS. **Historic Plaque - Design Review and Historic Preservation Board** – Deputy Supervisor Munzinger thanked the Design Review and Historic Preservation Board for their time and efforts in designing and creating a Historic Plaque for the designated homes in Pittsford. She showed the board and public the new plaque and indicated that they are distributing them to those homes that have been designated as historic homes in Pittsford.

### **PUBLIC COMMENTS**

A resident, Mary Moore, commended Supervisor Smith for taking proactive steps to review and explore alternate methods of pest control in order to minimize or avoid the use of pesticides on Town lands. She offered additional information to review and consider with handouts as follows: The school education law, a list of the names of chemicals and their effects on life and safety, some potential solutions from a flyer entitled "Beyond Pesticides", including possible training with organic land care, and a flyer entitled "Pesticide Free Zone" that describes how to maintain a pesticide-free lawn. She also encouraged the Town to consult with Jeff Beardsley, the School Director of Operations, who is a good source of information on this subject.

### **ADJOURNMENT**

As there was no further business, the Supervisor adjourned the meeting at 7:02 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk

**OFFICIAL BOARD MINUTES ARE ON FILE IN THE OFFICE OF THE TOWN CLERK**