

Minutes of the Town Board for September 1, 2020

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
3094	1973	Atlas Case	Library	\$340.88	Junk
3095	1973	Dictionary Stand	Library	\$125.17	Junk

Minutes of the Town Board for September 1, 2020

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
15429	2005	Slat Back Chair w/ Arms	Library	\$289.42	Junk
15431	2005	Slat Back	Library	\$289.42	Junk

Minutes of the Town Board for September 1, 2020

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

Minutes of the Town Board for September 1, 2020

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.

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:

Minutes of the Town Board for September 1, 2020

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 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.

Minutes of the Town Board for September 1, 2020

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