

## Minutes of the Town Board for November 4, 2019

### TOWN OF PITTSFORD TOWN BOARD NOVEMBER 4, 2019

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, November 4, 2019 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:** None.

**ALSO PRESENT:** Staff Members: Paul J. Schenkel, Commissioner of Public Works; Greg Duane, Finance Director; Robert B. Koegel, Town Attorney; Linda Dillon, Town Clerk; Suzanne Reddick, Assistant to Supervisor; and Shelley O'Brien, Communications Director.

**ATTENDANCE:** There were sixteen (16) members of the public in attendance. There were also four (4) additional staff members present.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and invited Councilwoman Townsend to lead in the Pledge to the Flag. The Town Clerk noted all members present.

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

- 1) **Vehicle Charging Station at Spiegel Community Center:** Supervisor Smith announced that the newest Town-owned and operated Electric Vehicle Charging Station, with capacity for two vehicles at one time, is now available for use at the Spiegel Community Center parking lot, paid for by the 2017 Clean Energy Community grant awarded to the Town from NYSERDA. Charging is free of charge for all users, but a ChargePoint account is necessary.

#### **SUPERVISOR'S PROPOSED TOWN BUDGET FOR 2020**

Supervisor Smith presented his proposed Town Budget for 2020 with a PowerPoint presentation. He reviewed the specific goals in his budget, which include:

- Lower Taxes
- Strong Neighborhoods
- Continual Improvement

#### **LOWER TAXES:**

Supervisor Smith reviewed the highlights of the budget, which included:

- 1.5% cut in the Town Property Tax Rate – 8.1% Tax Cut over the past 2 years
- 1.0% decrease in the overall general tax levy
- Compliant with NYS Property Tax Cap
- Maintains increased funding for residential road repaving program
- Improvements to our Pittsford Community Library
- Increased support for Pittsford Volunteer Ambulance
- Increased funding for Pittsford Youth Services
- A new kayak launch on the canal, handicapped accessible and easier access for seniors
- Support for Elderberry Express
- Our continuing environmental initiatives that save taxpayers money while protecting our natural resources
- Environmental upgrades to King's Bend Park
- More recreation programs, including additional concerts

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The Supervisor reviewed the proposed tax rate and tax levy decrease, noting the comparison among other Towns, marking Pittsford as having the 7th lowest tax rate in the county. He further compared services offered in comparison to Pittsford among the 6 Towns that had a lower tax rate, as follows:

Pittsford: Proposed \$3.16 (per \$1,000 of assessed value)

Parma - \$2.68

-No Leaf pick-up  
-Brush pick-up 2x a year

Penfield - \$2.78

-No Leaf pick-up  
-No brush pick-up

Mendon - \$2.67

-No Leaf pick-up  
-Brush pick-up 2x a year  
-No recreation department

Perinton - \$2.15

-\$1.8m revenue from landfill  
-School Library District  
-Leaf pick-up every 4-6 weeks

Henrietta - \$1.40

-Large commercial tax base  
-No brush pick-up  
-No leaf pick-up

Riga - \$0.00

-\$2m revenue from landfill  
-No Leaf pick-up  
-Brush pick-up 2x per year

Supervisor Smith additionally noted that Town taxes represent less than 9¢ of every \$1 paid in property taxes going to the Town (the remaining 91¢ of every \$1 goes to other taxing jurisdictions).

### **STRONG NEIGHBORHOODS**

Strong neighborhoods continue to be a priority by increasing funding to continue to maintain and repair streets throughout the Town's neighborhoods, adding additional traffic safety devices and completing the current RGE-sponsored LED street light conversion project, which involves the replacement of high-pressure sodium streetlamp bulbs in the Town with high efficiency LED bulbs.

### **CONTINUAL IMPROVEMENT**

Supervisor Smith reviewed his proposal for supporting both the Youth and Senior Services with additional funding. The Pittsford Community Library, which opened after new construction in 2005, is in need of new carpeting, upgrades and painting. There have also been new and noteworthy features added for Pittsford residents with a library card, such as Mango Languages, an on-line learning software package (courses for 70 languages as well as 20 ESL courses), updates in the Teen Place, and Kanopy, an on-demand streaming video platform for public libraries that offers viewers a large collection of award-winning films and documentaries.

Supervisor Smith indicated that the Town Board plans to set the Public Hearing on the Budget, to be held at the next scheduled Town Board meeting on November 19, 2019 at 6:00 p.m.

### **MINUTES**

#### **PUBLIC COMMENTS**

No public comments were offered regarding the Minutes of the October 15, 2019 Town Board meeting.

### **MINUTES OF THE OCTOBER 15, 2019 MINUTES APPROVED**

A Resolution to approve the Meeting Minutes of the October 15, 2019 meeting 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 the Meeting Minutes of October 15, 2019 Town Board meetings are approved as written.

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### **LEGAL MATTERS PUBLIC COMMENTS**

No public comments were offered.

### **WAIVER OF MARRIAGE LICENSE AND MARRIAGE CERTIFICATE FEES FOR MEMBERS OF THE U.S. ARMED FORCES ON ACTIVE DUTY APPROVED**

Supervisor Smith introduced the proposed Resolution, indicating that in August of this year, the Governor signed into law a bill authorizing town clerks to waive state fees for issuing marriage licenses and marriage certificates for active duty members of the United States Armed Forces. The Supervisor indicated that he supports the Town Clerk's proposed Resolution to support this new law by waiving Town fees as well, and recommends that Town Board confirm this action by waiving the Town fees for both the Marriage License and Marriage Certificates for active military.

Thereafter, Councilwoman Townsend made the motion for the waiver of the fees for Marriage License and Marriage Certificate Fees for members of the active military, 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:

WHEREAS, on August 20, 2019, the Governor signed into law a bill amending sections 15 and 14-a of the New York State Domestic Relations Law so as to authorize town clerks to waive certain fees regarding the issuance of marriage licenses and marriage certificates for active duty members of the United States Armed Forces; and

WHEREAS, with respect to members of the United States Armed Services on active duty, Domestic Relations Law § 15(4) authorizes a town clerk to waive the state and local fees payable for issuance of a marriage license, and Domestic Relations Law § 14-a(3)(b) authorizes a town clerk to waive the local fee payable for issuance of a marriage certificate; and

WHEREAS, the Town of Pittsford desires to waive the state and local fees for marriage licenses and marriage certificates for members of the United States Armed Forces as described herein;

Now, therefore, be it

**RESOLVED**, that the Town Board of the Town of Pittsford hereby waives the state and local fees payable for the issuance of a marriage license and a marriage certificate, which the Town is otherwise entitled to collect, for members of the Armed Forces of the United States on active duty; and be it further

**RESOLVED**, that this Resolution shall take effect immediately and will include the fees for the marriage licenses and marriage certificates that were waived in the month of September 2019, adhering to the law, as signed by the Governor.

### **FINANCIAL MATTERS PUBLIC COMMENTS**

No public comments were offered.

### **2020 BUDGET HEARING SET FOR NOVEMBER 19, 2019 AT 6:00 P.M.**

Councilman O'Connor made a motion to set the Public Hearing on the 2020 Proposed Budget, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The following Resolution was declared carried as follows:

**RESOLVED**, that the public hearings are set for November 19, 2019 at 6:00 P.M. local time in the Pittsford Town Hall to consider the 2020 Preliminary Town Budget, the 2020 Special District Budgets, and Sewer Rent Rolls and Debt Service Budgets.

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### **BUDGET TRANSFERS APPROVED**

A motion to approve the proposed Budget Transfer 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 \$6,000.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to 1.1430.4013.1.1 (Attorney – Outside Counsel) to cover the expense associated with outside counsel services for assessments and personnel; and

That \$18,000.00 be transferred from 1.7020.1008.3299.2 (Rec Afterschool Program – Salaries) to 1.7140.1000.2.2 (Rec Centers – Salaries) to cover salary costs; and

That \$17,700.00 be transferred from 1.9050.9000.1.1 (General Fund WT – Transfer to Capital) to 1.2620.2007.1.1 (Bldg. Maintenance – Capital) to cover the cost of replacing the AED units and cabinets in town buildings; and be it further

### **BUDGET AMENDMENT APPROVED**

A motion to approve the proposed Budget Amendment was thereafter offered 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 following was declared carried as follows:

**RESOLVED**, that line item 4.5142.4119.50.4 (Highway WT – Salt) be increased by \$100,000.00 to purchase additional road salt for the upcoming snow and ice season. The source of these funds will be Appropriated Fund Balance.

### **PAYMENT OF VOUCHER NO. 144223 APPROVED**

Finance Director, Greg Duane, gave a brief explanation of the necessity to approve an individual voucher that arrived too late to be included with the regular list of October vouchers, recently approved at the October 15 meeting. Thereafter, a Resolution to approve Voucher No. 144223 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 Town Board authorizes the Finance Director to pay Voucher No. 144223 for \$23,631.54 to Lakeside Rolloff.

### **RECREATION MATTERS**

#### **PUBLIC COMMENTS**

No public comments were offered.

### **WINTER 2020 RECREATION PROGRAMS APPROVED**

Upon inquiry by Deputy Supervisor Munzinger, Recreation Director, Jessie Hollenbeck indicated that one of the new programs being added to the Winter Programs selection is an Autism Inclusive Basketball program. Following some brief discussion regarding new and old programs being offered at the Recreation Center, a Resolution to approve the proposed Winter 2020 Recreation Programs 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.

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The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board approve the Winter 2020 Recreation Programs and authorizes the Town Supervisor to sign instructor contracts as required.

### PERSONNEL MATTERS PUBLIC COMMENTS

No public comments were offered.

### HIRING AND STATUS/SALARY CHANGES APPROVED

Councilman O'Connor confirmed that he had audited the records for the proposed part-time and/or seasonal hires and that all the documents were in order. A Resolution to approve the proposed new hires and rehires and recommended status and/or salary change 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 the Town Board approve the following persons for employment as new hires and confirm as the date of hire as indicated hereto:

Name	Dept	Position	Rate	Date of Hire
Laura Satta	Rec	Asst III Lifeguard P/T(Aquatics)	\$14.00	10/21/2019
Paige Buzzetti	Rec	Asst II Instr Asst P/T(Aquatics)	\$12.00	10/21/2019
Wendy Marra	Rec	Asst III Comm Cntr Supv P/T	\$12.71	11/07/2019
Michael James	DPW	Parking Monitor Perm P/T	\$13.50	10/31/2019
Madison Brewer	Hwy	Seasonal Laborer P/T - Rehire	\$15.85	11/11/2019
David Rowe	Hwy	Seasonal Laborer P/T - Rehire	\$15.85	11/11/2019

and be it further

**RESOLVED**, that the Town Board approves the status and/or salary change for the following employees:

Name	Position	Reason for Change	Rate	Effective Date
Abigail Krouth	Comm Cntr Supv P/T	Added Position	\$12.71	11/08/2019

### STAFF CONFERENCE ATTENDANCE APPROVED

#### GENESSEE VALLEY RECREATION AND PARKS SOCIETY ANNUAL CONFERENCE ATTENDANCE APPROVED

A motion was made by Councilman O'Connor to approve Kate Disbrow, Alison Burchett and Cassie Schrom to attend the Genesee Valley Recreation and Parks Society's annual conference, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The following Resolution was declared carried as follows:

**RESOLVED**, that Kate Disbrow, Alison Burchett and Cassie Schrom be approved to attend the Genesee Valley Recreation and Parks Society's annual conference on Friday, November 15, 2019 at the Seneca Park Zoo at the cost of \$135.00.

### OTHER BUSINESS

**Update on project regarding transport for the disabled** - Councilwoman Townsend reported to the Board regarding a recent meeting with Elderberry Express regarding the possibility of expanding their service to adults with disabilities. She reported that the organization lacks the capacity to do so, as they are currently turning down 1 to 2 senior citizens a day, and in the winter, that number increases to 4 to 5 senior citizens, due to the decrease

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in number of driver volunteers during the winter. Many drivers go south for the winter months or prefer not to drive in the cold, ice and snow.

Elderberry once again expressed the need for assistance in recruiting volunteers. Councilwoman Townsend suggested that she will have a preliminary conversation with Nazareth College to explore the possibility of college students serving as volunteers.

Also mentioned in discussion was potential partnership with Causewave Community Partners. Causewave is a 501c3 nonprofit organization, formerly known as the Ad Council of Rochester that assists and partners with local nonprofits to build capacity and develop community impact initiatives.

Supervisor Smith inquired whether RTS could accommodate those within the community mobility zone. Councilwoman Townsend indicated that this, as well as other options, will be researched further with the intent to formulate options and discuss again with the board at a future date. But, for now, Elderberry Express does not appear situated to be able to augment available public transport for the purpose of providing additional transportation options for the disabled.

### **PUBLIC COMMENTS**

No other comments were made regarding non-agenda items.

### **ADJOURNMENT**

As there was no further business, the Supervisor adjourned the meeting at 6:34 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk