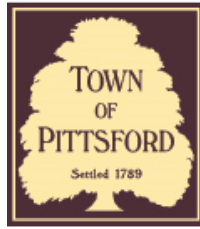


**SUPERVISOR**  
William A. Smith, Jr.



**COUNCIL MEMBERS**  
Kate Bohne Munzinger, Deputy  
Supervisor  
Kevin Beckford  
Matthew J. O'Connor  
Stephanie Townsend

## **TOWN BOARD AGENDA**

**Town Hall – 11 S. Main Street, Pittsford – Lower Level**  
**Wednesday, December 4, 2019 – 6:00 PM**

### **Call to Order**

### **Pledge of Allegiance**

### **General**

End of Year Meeting  
Ratification of Library Board Trustee Appointments

### **Minutes**

Public Comment  
Approval of Minutes of Meeting November 19, 2019

### **Legal Matters**

Public Comment  
Setting Public Hearing for Local Law #4 of 2019  
Setting Public Hearing for Lowering Speed Limit on Wood Creek

### **Financial Matters**

Public Comment  
Transfers

### **Operational Matters**

Public Comment  
Town of Brighton 2019-2020 Snow and Ice Agreement  
2020 Town Board Meeting Schedule

### **Personnel Matters**

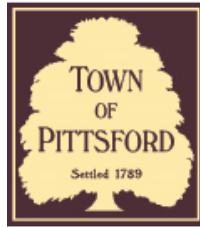
Public Comment  
Hiring Resolutions  
2020 Holiday Schedule

### **Other Business**

### **Public Comment**

### **Adjournment**

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



**COUNCIL MEMBERS**  
Kate Bohne Munzinger, Deputy  
Supervisor  
Kevin Beckford  
Matthew J. O'Connor  
Stephanie Townsend

## **TOWN BOARD AGENDA**

**Town Hall – 11 S. Main Street, Pittsford – Lower Level**  
**Wednesday, December 4, 2019 – 6:00 PM**

### **TENTATIVE**

#### **Call to Order**

#### **Pledge of Allegiance**

#### **General**

End of Year Meeting  
Ratification of Library Board Trustee Appointments

#### **Minutes**

Public Comment  
Approval of Minutes of Meeting November 19, 2019

#### **Legal Matters**

Public Comment  
Setting Public Hearing for Local Law #4 of 2019  
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#### **Financial Matters**

Public Comment  
Transfers

#### **Operational Matters**

Public Comment  
Town of Brighton 2019-2020 Snow and Ice Agreement  
2020 Town Board Meeting Schedule

#### **Personnel Matters**

Public Comment  
Hiring Resolutions  
2020 Holiday Schedule

#### **Other Business**

#### **Public Comment**

#### **Adjournment**

## **2019 Trustee Search Committee**

### **Chair Overview**

#### **Objective**

- Identify 2 candidates to recommend to the PCL and Town Boards for January, 2020 appointments.

#### **Our Approach**

- Received 6 candidate resumes to optimize the selection process.
  - Trustee Referrals (4)
  - Town Liaison Referral (1)
  - Town HR Department Referral (1)

#### **Qualification Requirement**

- Pittsford Resident

#### **Qualification Expectations**

- PCL user is a huge +.
- Applicable background / skill set (s) / experiences.
- Willingness to actively participate – share your views, albeit popular or unpopular.
- Willingness to take on future leadership / officer roles.
- Overall “fit” with current trustees and board needs.
- Personal attributes: leader / communicator / commitment / reliable / inclusive / team player / creative / proactive / timely / do whatever it takes approach / fun

#### **Appointment Process**

- Committee develops qualification expectations and appointment process.
- Committee receives board approval to proceed via a vote. *Approved 9/18/2019*
- Committee reviews all resumes; selects short list (2-3) of candidates to interview.
- Committee interviews short list of candidates. Conduct informal background and reference checks.
- Committee recommends candidates to PCL board.
- Committee invites candidates to next board meeting.
- Committee receives PCL board approval to recommend candidates to the Town Board.
- Committee receives Town Board Approval of candidates (early December).
- New trustees get sworn in at Town Hall (early January).
- Welcome new trustees to the January, 2020 PCL board meeting.

#### **Timing Goal**

- Get PCL board approval via email vote re: Chair Overview Document to proceed no later than **Friday, September 20<sup>th</sup> by 2:00 p.m.**
- Complete interviews / reference checks and recommend 2 candidates by **October 4<sup>th</sup>.**
- Invite the 2 candidates to the **October 9<sup>th</sup>** board meeting as customary.
- Get PCL board approval, via a vote, on 2 candidates during **October 9<sup>th</sup>** meeting / executive session.
- Recommend 2 candidates to Town Board in **early December** via our Town Liaison (Matt), as customary.
- New trustees are sworn in at Town Hall, **early January, 2020.**
- New trustees are welcomed at **January, 2020** PCL board meeting. Date TBD.

*Approved 9/18/2019*

Minutes of the Town Board for November 19, 2019

**DRAFT  
TOWN OF PITTSFORD  
TOWN BOARD  
NOVEMBER 19, 2019**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, November 19, 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: Jessie Hollenbeck, Recreation Director; 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 twenty-eight (28) members of the public in attendance. There were also five (5) additional staff members, three (3) Pittsford Community Library Board of Trustee members and an interpreter present.

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

**SUPERVISOR'S ANNOUNCEMENTS**

- 1) Candlelight Night – Dec. 3rd, 5PM -8PM.
- 2) The next Town Board meeting will be held Wednesday, Dec. 4th, at Town Hall, Lower Level Meeting Room at 6PM.

**PUBLIC HEARING – 2020 PROPOSED TOWN BUDGET**

Supervisor Smith confirmed that the 2020 Proposed Town Budget has been filed with the Town Clerk and has been posted on the Town's website. The Supervisor made presentations of the proposed budget at the October 15 and the November 4 Town Board meetings. The public hearing on this matter was set at the last Town Board meeting and proper notice of publication was given.

Thereafter, the Supervisor opened the Public Hearing on the 2020 Proposed Town Budget. No members of the public offered comments. After asking several times if there was anyone wishing to speak and seeing no response, the Supervisor closed the Public Hearing.

**PRESENTATION – A HORSE'S FRIEND**

Councilman Beckford introduced the organization "A Horse's Friend", giving a brief description of its purpose and goals. Councilman Beckford indicated that he had intended to offer an amendment to the budget to have the Town donate \$10,000 to this organization. However, after receiving advice from the Town Attorney he understood that the law prevents the Town from making such donations and that any contracts for services with this or any other organization or provider must be for the benefit of the Town's residents. Mr. Beckford said that he and Supervisor Smith looked forward to supporting fundraising for A Horse's Friend in their private capacities.

Thereafter he introduced and representatives of "A Horse's Friend," to present to the Town Board more detailed information about their organization.

## Minutes of the Town Board for November 19, 2019

PRESENTATION: Matthew Doward, Jessica Furber and Karen Caton discussed the work of "A Horse's Friend", located at High View Farm on North Wilmarth Road in Pittsford. It is a not-for-profit that began in 2004. The organization offers a unique program oriented toward disadvantaged children that promotes positive values in order to increase social competencies and teach through riding and horsemanship. Among other things the presenters discussed opportunities for volunteering with A Horse's Friend and the organization's fundraising efforts including its Go Fund Me page.

Following the presentation, the Town Board acknowledged the organization with a Certificate of Commendation signed by the entire Town Board and presented by the Supervisor.

### **MINUTES PUBLIC COMMENTS**

No one offered comments regarding the Minutes of the November 4, 2019 Town Board meeting.

### **MINUTES OF THE NOVEMBER 4, 2019 MINUTES APPROVED**

A Resolution to approve the Meeting Minutes of the November 4, 2019 meeting was 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 Resolution was declared carried as follows:

**RESOLVED**, that the Meeting Minutes of November 4, 2019 Town Board meeting is approved as written.

### **FINANCIAL MATTERS PUBLIC COMMENTS**

No one offered comments.

### **2020 TOWN BUDGET AMENDMENT NO. 1 APPROVED**

Councilman Beckford introduced an Amendment to the Town Budget that would allow for the Town to raise the starting salary for non-seasonal part-time employees to \$13.50 per hour. Because this is not a set number of employees and it will fluctuate throughout the year, an estimated amount was arrived at to hold as a contingent amount in the budget.

Thereafter, Supervisor Smith offered a motion to approve proposed Amendment No. 1 of the 2020 Town Budget, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

Amendment No. 1 to the 2020 Budget was declared carried as follows:

**RESOLVED**, that the 2020 Budget be amended to add to budget line 1.1990.4000.1.1, Contingency Account, the amount of \$34,612.00 from the Appropriated Fund Balance line 1.1.5999, in contemplation of adjusting starting salaries for non-seasonal part-time employees in 2020.

### **2020 TOWN BUDGET AMENDMENT NO. 2 APPROVED**

Supervisor Smith proposed Amendment No. 2 to the 2020 Budget, to appropriate funding to hire an archivist to assist the Town Historian in organizing and caring for the historic documents and records of the Town, which go back to 1796. These require proper archival treatment, cataloguing and organization. Thereafter, the Supervisor offered a motion for the approval of proposed Amendment No. 2 to the 2020 Town Budget, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

## Minutes of the Town Board for November 19, 2019

Amendment No. 2 to the 2020 Budget was declared carried as follows:

**RESOLVED**, that the following be amended and added to the 2020 Town Budget:

Expense

1.7510.1000.1.1	Historian Salaries	\$15,000.00
1.9030.8000.1.1	Social Security	1,148.00

Revenue

1.1.5999	Appropriated Fund Balance	\$16,148.00
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### **2020 TOWN BUDGET AMENDMENT NO. 3 APPROVED**

Councilwoman Townsend proposed Amendment No. 3 to the 2020 Budget, upon the 100th Anniversary of the passage of the 19th Amendment to the Constitution, to appropriate \$7,500 for an additional event for the Town to in recognition of this Anniversary.

Thereafter, Councilwoman Townsend offered a motion for Amendment No. 3 to the 2020 Budget, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

Amendment No. 3 to the 2020 Budget was declared carried as follows:

**RESOLVED**, that the following be amended and added to the 2020 Town Budget:

Expense

1.7550.4023.11.1	Women's Vote Centennial Celebration	
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Revenue

1.1.5999	Appropriated Fund Balance	
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*The following amendments have been approved by the Town Board as part of the FY2020 budget appropriations.*

**EXPENSE:**

1.7510.1000.1.1	Historian Salaries	\$15,000.00
1.9030.8000.1.1	Social Security	\$ 1,148.00
1.1990.4000.1.1	Contingency Account	\$34,612.00
1.7550.4023.11.1	Women's Vote Centennial Celebration	\$ 7,500.00

**REVENUE**

1.1.5999	Appropriated Fund Balance	\$58,260.00
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Deputy Supervisor Munzinger thanked Finance Director Greg Duane for his diligence and effort in working with Supervisor Smith and the Town staff in preparation of the budget again this year. She expressed particular satisfaction with budgeting for the handicapped-accessible kayak launch in the budget for 2020.

Councilman O'Connor noted that increased support for Pittsford Youth Services and the Pittsford Volunteer Ambulance and additional funding for Town road repair in 2020 were already included in the budget in accordance with his previously expressed wishes; hence he had no amendments to offer.

### **2020 TOWN BUDGET APPROVED AS AMENDED**

Thereafter, a motion was made by Supervisor Smith to approve the proposed 2020 Town Budget as amended, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

## Minutes of the Town Board for November 19, 2019

The Resolution was declared carried as follows:

**RESOLVED**, that the 2020 Preliminary Budget, Sewer Rents, Special Districts and Debt Service budgets be approved as the 2020 Adopted Budget as amended.

### **SURPLUS INVENTORY APPROVED**

A Resolution to approve the list of Surplus Inventory submitted as recommended 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 following list of Surplus Inventory was approved to be removed from Town's inventory:

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
14429	2004	Corkboard	Senior Citizen	\$105.54	Junk
15352	2005	Oak Display Shelf	Senior Citizen	\$224.67	Junk
15353	2005	Oak Display Shelf	Senior Citizen	\$224.67	Junk
16204	2009	Corkboard	Senior Citizen	\$155.24	Junk
16823	2010	AV Center	Senior Citizen	\$469.99	Junk
16833	2011	Corkboard	Senior Citizen	\$160.83	Junk
17379	2011	Learn/Play Carpet	Rec	\$252.61	Junk
18059	2015	Alphabet Blocks	Rec	\$235.28	Junk
				<b>\$1,828.83</b>	

### **BUDGET TRANSFERS AND AMENDMENT APPROVED**

A motion to approve the proposed Budget Transfer was 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 Resolution was declared carried as follows:

**RESOLVED**, that \$ 4,300.00 be transferred from 2.9010.8000.1.1 (Part Town- Retirement) to 2.3620.1000.17.1 (Code Enforcement – Salaries) to cover salaries.

That \$111,255.00 be transferred from 6-9950.9000.1.6 (PSD – Transfer to Capital) to the Trunk Sewer Capital Reserve per the 2019 budget.

That \$ 4,747.00 be transferred from 6.9060.8000.1.6 (PSD – Hospitalization) to 6.9010.8000.1.6 (PSD – Retirement) to cover retirement costs.

That \$ 8,135.00 be transferred from 1.1355.1000.1.1 (Assessor – Salaries) to 1.3120.1000.2.1 (Crossing Guards – Salaries) to cover additional shifts added during the year.

That \$ 900.00 be transferred from 1.6410.1000.7.1 (Communications – Salaries) to 1.1620.1000.1.1 (Bldgs. – Salaries) to cover the salary for the town messenger.

**Be it resolved that the following budget amendment is approved:**

That 001.7020.4400.2000.2 (Rec. Admin – Contractual Services) be increased by \$ 48,000.00.

The source of these funds will be an increase in program revenue for line item 1.1.2001.3299.2 (Rec Revenue - Afterschool Program).

## Minutes of the Town Board for November 19, 2019

### **NOVEMBER VOUCHERS APPROVED**

A Resolution to approve the November 2019 vouchers was moved by Deputy Supervisor Munzinger, seconded by Councilman Beckford, 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 November 2019 vouchers No. 144182 – 144829 for a total amount of \$1,998,670.29 are approved for payment.

### **OPERATIONAL MATTERS**

#### **PUBLIC COMMENTS**

No public comments were offered.

### **NEW YORK STATE DOT 2018/2019 SNOW AND ICE AGREEMENT AMENDMENT APPROVED**

Following a brief explanation of the proposed Amendment to the 2018/2019 Snow and Ice Agreement by Commissioner Schenkel, a Resolution to amend the Agreement was offered by Councilman O'Connor, 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 the Town Board authorizes an amendment to the New York State DOT Snow and Ice Agreement for the 2018/2019 season, raising the original contract amount from \$237,096.74 to \$373,277.26 and that the Commissioner of Public Works is authorized to sign the Agreement.

### **STORMWATER INTERMUNICIPAL AGREEMENT APPROVED**

Commissioner Schenkel reviewed the proposed continuation of the Stormwater Intermunicipal Agreement for the Board and answered questions regarding the same. Thereafter, a Resolution to approve the Stormwater Intermunicipal Agreement was offered by Deputy Supervisor Munzinger, second 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, the Town of Pittsford, the County of Monroe and a number of additional municipalities within the County previously formed the "Stormwater Coalition of Monroe County", for the purpose of working cooperatively to reduce stormwater pollution and protect water quality; and

WHEREAS, a proposed written Agreement has been presented to this Board, modifying, confirming and extending the existence and arrangements of the aforesaid Coalition; and

WHEREAS, this Board, having reviewed the terms, condition and provisions of such Agreement, and finding it to be reasonable, appropriate and in the best interest of the Town;

NOW, ON MOTION duly made and seconded, it is

**RESOLVED**, that the proposed "Intermunicipal Agreement Regarding Cooperation to reduce Stormwater Pollution and Protect Water Quality in Monroe County", having a term of January 1, 2020 through December 31, 2024, is hereby approved and the Town Supervisor is hereby authorized to sign such Agreement.



Minutes of the Town Board for November 19, 2019

**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 hire and that all the documents were in order. A Resolution to approve the proposed new hire and recommended status and/or salary change was offered by Councilman O'Connor, seconded by Supervisor Smith, 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 person for employment as a new hire and confirm as the date of hire as indicated hereto:

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
David Yaegar	Maint.	Cleaner – Perm FT	\$13.50	11/12/2019

and be it further

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

<b>Name</b>	<b>Position</b>	<b>Reason for Change</b>	<b>Rate</b>	<b>Effective Date</b>
Laura Richardson	Librarian II	Civ Svce Appt Perm FT	\$25.83	11/04/2019
Owen Dillman	Laborer- Perm FT	seasonal to Perm FT	\$15.22	11/11/2019
Marissa Polizzi	Comm Cntr Supv P/T	Added Position PT	\$12.71	11/20/2019
Arnold Emerson	KBP-Reservations P/T	Added Position PT	\$11.10	11/22/2019
Lindsay Layer	Comm Cntr Supv P/T	Added Position PT	\$12.71	11/27/2019
Somayya Upal	B-Day Counselor	Added Position PT	\$12.71	12/07/2019

**OTHER BUSINESS**

No other business was discussed.

**PUBLIC COMMENTS**

No members of the public offered comments.

**ADJOURNMENT**

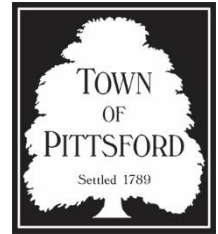
As there was no further business, the Supervisor adjourned the meeting at 6:45 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk

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

# MEMORANDUM



**To:** Town Board Members

**From:** Robert B. Koegel

**Date:** November 26, 2019

**Regarding:** Local Law #4 of 2019 -Second Extension of Temporary  
Moratorium on Subdivision of Real Property in the RRSP Zoning District  
and Extended RRSP Zone

**For Meeting On:** December 4, 2019

Ladies and Gentlemen:

As you will recall, a 180-day Temporary Moratorium on the subdivision of real property in the RRSP Zoning District and the Extended RRSP Zone was enacted by Local law #5 of 2018 on December 18, 2018. This Moratorium was intended to give the Board time to complete the update to the Comprehensive Plan and then consider Zoning Code amendments to more appropriately regulate development in the RRSP Zoning District and the Extended RRSP Zone.

By its terms, the Temporary Moratorium enacted by Local law #5 of 2018 expired on June 26, 2019. Additional time was needed to complete the update to the Comprehensive Plan and to consider appropriate amendments to the Zoning Code. As a result, a 180-day extension of the Temporary Moratorium was enacted by Local Law #2 of 2019 on June 18, 2019. That extension will expire on December 23, 2019.

As you know, the Town Comprehensive Plan Update was adopted by Town Board resolution on October 1, 2019. However, the Town Board has not had sufficient time to consider appropriate amendments to the Town Zoning Code. It is recommended that a second, 180-day extension of the Temporary Moratorium be enacted for this purpose.

Attached is a proposed Local Law that would extend the Temporary Moratorium, together with a draft Resolution setting the required Public Hearing for December 17, 2019 on the proposed second extension of the Moratorium.

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

**LOCAL LAW NO. 4 OF 2019:  
SECOND EXTENSION OF TEMPORARY MORATORIUM  
ON THE SUBDIVISION OF REAL PROPERTY  
IN THE RRSP ZONING DISTRICT  
AND THE EXTENDED RRSP ZONE**

Sec. 1      Title

This law shall be known as “Local Law No. 4 of 2019: Second Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the Extended RRSP Zone.”

Sec. 2      Findings

The Town Board finds as follows:

(a) Under Town Law § 272-a, all town land use regulations must be in accordance with a comprehensive plan. A comprehensive plan envisions broad ideas, sets goals derived from those ideas, establishes policies derived from the goals, and lists actions to achieve the goals and fulfill the policies. The Town’s first goal is to protect community character; that is, to maintain and enhance Pittsford’s physical character and quality of life by managing future growth and development and protecting existing resources. With regard to residential development, the Town has several policies, which include the assurance that new residential development contributes to Pittsford’s character through complementary design standards and that open space is configured into large areas that are usable for passive recreation and preservation of viable agriculture.

(b) Among the specific actions to achieve the goals and fulfill the policies is the action to evaluate zoning in the areas (a) between the Water Authority property at the reservoir and the Thruway, bordered by Mendon Center Road and West Bloomfield Road; and (b) west of Mendon Center Road, the area south of the Autumn Woods development, between Autumn Woods and the Thruway (items a and b, collectively, the “Extended RRSP Zone”), and to evaluate extending the RRSP zoning district, or comparable districts, to other locations in the Town consistent with the Future Land Use Plan. Another action is for the Town Board to consider a moratorium on development in the RRSP Zoning District and the Extended RRSP Zone until Town Zoning Code modifications can be addressed. These

actions are set forth in the Town's Comprehensive Plan Update, adopted October 1, 2019, at page 36.

(c) The completion of the update to the Comprehensive Plan now provides the Town Board with the framework to analyze and enact appropriate modifications to the Town's Zoning Code, which will address and regulate future development in the RRSP Zoning District and the Extended RRSP zone.

(d) The previously-enacted, first extension of the temporary moratorium on the subdivision of real property in the RRSP Zoning District and the Extended RRSP zone, pursuant to Local Law No. 2 of 2019, is set to expire on December 23, 2019.

(e) A second extension of the aforesaid temporary moratorium on the subdivision of real property in the RRSP Zoning District and the Extended RRSP zone is necessary in order for the Town to consider appropriate amendments to the Town's Zoning Code.

### Sec. 3      Purpose and Intent

(a) It is the purpose of this law to promote the goals, policies, and actions identified above for a reasonable period of time in order to effectuate solutions and in order to promote the health, safety and welfare of the citizens of the Town of Pittsford.

(b) It is the further purpose of this law to enable the Town of Pittsford to stop the subdivision of land in the RRSP Zoning District and the Extended RRSP Zone within the Town for a reasonable time pending the adoption of laws, as necessary, to effectuate revisions to the Zoning Code of the Town, to be in accordance with the Town's adopted Comprehensive Plan Update, as well as to adopt any other laws of the Town necessary to carry out this purpose, and pending the necessary SEQRA process to evaluate this action.

(c) It is the further purpose of this law to fulfill the Town's constitutional, statutory and legal obligations to protect and preserve the public health, welfare, and safety of the citizens of the Town, and, in particular, to protect the value, use and enjoyment of property in the Town, to prohibit the filing of certain new applications for the subdivision of real property and thus defer official governmental action permitting the subdivision of certain real property until the Town Board has instituted and completed proceedings on possible recommendations for adoption of amendments to the text of the Zoning Code of the Town and other laws of the Town.

(d) It is the further purpose of this law to supersede those provisions of §276 of New York Town Law and of the Town Code relating to period of time in which the Planning Board must render a decision on an application for subdivision approval for the period of this temporary moratorium, or any extension thereto.

(e) It is the further purpose of this law to supersede those provisions of §267 of New York Town Law, and of the Town Code relating to the procedures for the hearing of variance requests from this Second Extension of Temporary Moratorium Law. As stated below, it is the intent of the Town Board to hear requests for variance from this Second Extension of Temporary Moratorium Law, rather than the Town's Zoning Board of Appeals.

Sec. 4      Imposition of Moratorium

(a) For a period of one hundred eighty (180) days from and after the adoption date of this law and its effective date, no application for the subdivision of real property within the RRSP Zoning District and the Extended RRSP Zone hereinabove described may be filed, accepted or processed, except as provided in paragraph (b) below and Section 5 of this law. For the purpose of this law, an application for the subdivision of real property shall be deemed to mean any request for official action by the Town Board or Planning Board which request and approval would in any way commence or continue the process whereby land is or may be subdivided.

(b) The imposition of this law shall not affect the processing of applications for the subdivision of real property for which concept, preliminary or final subdivision approval has been granted by the Planning Board prior to the effective date of this law.

Sec. 5      Alleviation of Hardship

(a) The Town Board may authorize exceptions to the moratorium imposed by this law when it finds, based upon evidence presented to it, that deferral of action on an application for the subdivision of real property and the deferral of approval of the application for the duration of the moratorium would impose an extraordinary hardship on a landowner or developer.

(b) A request for an exception based upon extraordinary hardship shall be filed with the Town Supervisor or his designee, including a fee of fifty dollars (\$50.00) to cover processing and advertising costs, by the landowner, or the developer with the consent of the landowner. Such request shall provide a recitation of the specific facts that are alleged to support the claim of extraordinary hardship, and shall contain such other information as the Town Supervisor or his designee shall prescribe as necessary for the Town Board to be fully informed with respect to the application.

(c) A public hearing on any request for an exception for extraordinary hardship shall be set by the Town Board at the first regular meeting of the Town Board that occurs ten (10) days after the request for exception is received by the Town.

(d) In reviewing an application for an exception based upon a claim of extraordinary hardship, the Town Board shall consider the following criteria:

- (1) The extent to which the applicant has prior to the effective date of this law received any permits or approvals for the proposed subdivision.
- (2) The extent to which the proposed subdivision would cause significant environmental degradation, adversely impact adjacent areas, or adversely impact the land uses appropriate to the property.
- (3) Whether the applicant, prior to the effective date of this law, has incurred financial obligations to a lending institution, which,

despite a thorough review of alternative solutions, the applicant cannot meet unless the subdivision proceeds.

- (4) Whether the moratorium will expose the applicant to substantial monetary liability to third persons; or would leave the applicant completely unable, after a thorough review of alternative solutions, to earn a reasonable return on the property.
- (5) The extent to which actions of the applicant were undertaken in good faith belief that the proposed subdivision would not lead to significant environmental degradation, undue adverse impacts on adjacent areas, or adversely impact the land uses appropriate to the property.

(e) At the conclusion of the public hearing and after reviewing the evidence and testimony placed before it, the Town Board shall act upon the request to approve, deny or approve in part and deny in part the request made by the applicant.

Sec. 6      Validity

If any section, sentence, clause or phrase of this law is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this law.

Sec. 7      Effective Date

This Local Law shall become effective upon its adoption and upon its filing with the New York Secretary of State.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York held at the Town Hall, Pittsford, New York, on the 4th day of December, 2019.

PRESENT: William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Matthew J. O'Connor, Councilman  
Stephanie Townsend, Councilwoman

ABSENT: None

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In the Matter

of

THE ADOPTION OF PROPOSED LOCAL LAW NO. 4 OF 2019: SECOND EXTENSION OF TEMPORARY MORATORIUM ON THE SUBDIVISION OF REAL PROPERTY IN THE RRSP ZONING DISTRICT AND THE EXTENDED RRSP ZONE.

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**Resolution to Set Public Hearing**

WHEREAS, true and correct copies of proposed Local Law No. 4 of 2019: Second Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the Extended RRSP Zone, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 4 of 2019, 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 17th day of December, 2019, 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. 4 of 2019;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 17th day of December, 2019, 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. 4 of 2019; and be it further

RESOLVED, that a Notice of Hearing and a copy of said proposed Local Law No. 4 of 2019, 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

RESOLVED, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 4 of 2019, 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.

Said matter having been put to a vote, the following votes were recorded:

William A. Smith, Jr.	VOTING
Kate Bohne Munzinger	VOTING
Kevin S. Beckford	VOTING
Matthew J. O'Connor	VOTING
Stephanie Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: December 4, 2019

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Linda M. Dillon, Town Clerk

I, LINDA M. DILLON, Clerk of the Town Board of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the resolution as herein specified with the original in the minutes of the meeting of the Town Board of the Town of Pittsford and that the same is a correct transcript thereof and the whole of the said original.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of December, 2019.

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Linda M. Dillon, Town Clerk



## **NOTICE OF PUBLIC HEARING**

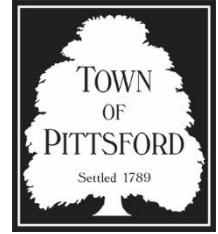
PLEASE TAKE NOTICE, that a public hearing will be held by the Town Board of the Town of Pittsford, New York, at the Town Hall, 11 South Main Street, Pittsford, New York, on 17th day of December, 2019, at 6:00 o'clock P.M., Local Time, on the proposed adoption of Local Law No. 4 of 2019 that would grant a second extension of the Temporary Moratorium on the subdivision of real property in the RRSP Zoning District and the extended RRSP zone, for a period of 180 days. The specific language contained in proposed Local Law No. 4 of 2019 is available for review in the Town Clerk's Office.

The aforesaid public hearing has been directed to be held pursuant to a Resolution of the Town Board of the Town of Pittsford, New York, duly adopted at a meeting of said Board on the 4th day of December, 2019.

Dated: December \_\_, 2019

Linda M. Dillon  
Town Clerk  
Town of Pittsford

# MEMORANDUM



**To:** Town Board Members

**From:** Robert B. Koegel

**Date:** November 27, 2019

**Regarding:** Local Law #1 of 2020 - Town Code change setting a 25 mph speed limit on Wood Creek Drive

**For Meeting On:** January 7, 2020

Ladies and Gentlemen:

Proposed Local Law #1 of 2020 would amend Town Code §145-5 by changing the speed limit on Wood Creek Drive from 30 mph to 25 mph.

Attached is the proposed Local Law #1, with the proposed speed limit change included.

It is respectfully submitted that the proposed Code change is an appropriate safety measure.

## RESOLUTION

I move that a public hearing be set for January 7, 2020 at 6:00 pm, local time, at the Pittsford Town Hall, to consider Proposed Local Law #1 of 2020, amending §145-5 of the Pittsford Town Code to set a 25 mph speed limit on Wood Creek Drive.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York held at the Town Hall, Pittsford, New York, on the 4th day of December, 2019.

PRESENT: William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Matthew J. O'Connor, Councilman  
Stephanie Townsend, Councilwoman

ABSENT: None

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In the Matter

of

THE ADOPTION OF PROPOSED LOCAL LAW  
NO. 1 of 2020: AMENDING §145-5 OF THE CODE OF THE  
TOWN OF PITTSFORD TO SET A 25 MPH SPEED LIMIT  
ON WOOD CREEK DRIVE.

---

### **Resolution to Set Public Hearing**

WHEREAS, true and correct copies of proposed Local Law No. 1 of 2020, amending §145-5 of the Code of the Town of Pittsford to set a 25 mph speed limit on Wood Creek Drive were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 1 of 2020, 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 7<sup>th</sup> day of January, 2020, 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. 1 of 2020;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 7th day of January, 2020, 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. 1 of 2020; and be it further

RESOLVED, that a Notice of Hearing and a copy of said proposed Local Law No. 1 of 2020, 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

RESOLVED, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 1 of 2020, 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.

Said matter having been put to a vote, the following votes were recorded:

William A. Smith, Jr.	VOTING
Katherine Bohne Munzinger	VOTING
Kevin S. Beckford	VOTING
Matthew J. O'Connor	VOTING
Stephanie Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: December 4, 2019

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Linda M. Dillon, Town Clerk

I, LINDA M. DILLON, Clerk of the Town Board of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the resolution as herein specified with the original in the minutes of the meeting of the Town Board of the Town of Pittsford and that the same is a correct transcript thereof and the whole of the said original.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of December, 2019.

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Linda M. Dillon, Town Clerk

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

**LOCAL LAW NO. 1 OF 2020:  
AMENDING §145-5 OF THE CODE OF THE TOWN OF PITTSFORD TO SET A  
25 MPH SPEED LIMIT ON WOOD CREEK DRIVE**

Sec. 1      Title

This Local Law shall be known as “Local Law No. 1 of 2020: Amending §145-5 of The Code of the Town of Pittsford to set a 25 mph speed limit on Wood Creek Drive+.”

Sec. 2      Amendments to Existing Law

The Code of the Town of Pittsford, Chapter 145, Article II, shall be amended to revise §145-5 to read as follows:

§ 145-5. Special-hazard zones.

Except when a special hazard exists that requires lower speed for compliance with § [145-2B](#), it shall be unlawful for any person to drive a vehicle in the Town at a speed in excess of the following speeds on the streets or parts of streets listed below:

**Name of Street**

<b>Name of Street</b>	<b>Maximum Speed (mph)</b>
Allen Parkway	25
Alpine Drive	25
Bedford Way	25
Beech Road	25
Brook Road	25
Burncoat Way	25
Buttermilk Hill Road	25
Crestline Road	25

**Name of Street****Maximum Speed  
(mph)****Name of Street**

Crestview Drive	25
Cricket Hill Drive	25
Croft Road	25
East Brook Road	25
East Park Road	25
Ellingwood Drive	25
Hearthstone Road	25
Hilltop Drive	25
Kilbourn Road	25
Knobb Hill Drive	25
Long Meadow Circle	25
Maywood Avenue	25
Meadow Wood Circle	25
Mitchell Road	25
Overbrook Road	25
Reitz Circle	25
Reitz Parkway	25
Sandpiper Lane	25
Schoen Road	25
School Lane	25
Shelwood Road	25
Sheridan Court	25
Smead Road	25
Standish Way	25
Stoneleigh Court	25
Sunset Boulevard	25
West Brook Road	25
Wood Creek Drive	25
Woodland Road	25

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.

## **NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE, that a public hearing will be held by the Town Board of the Town of Pittsford, New York, at the Town Hall, 11 South Main Street, Pittsford, New York, on the 7th day of January, 2020, at 6:00 o'clock P.M., Local Time, on the proposed adoption of Local Law No. 1 of 2020 which would amend section 145-5 of the Pittsford Town Code to set a 25 mph speed limit on Wood Creek Drive. The specific language contained in proposed Local Law No. 1 of 2020 is available for review in the Town Clerk's Office.

The aforesaid public hearing has been directed to be held pursuant to a Resolution of the Town Board of the Town of Pittsford, New York, duly adopted at a meeting of said Board on the 7th day of December, 2019.

Dated: December \_\_, 2019

Linda M. Dillon  
Town Clerk  
Town of Pittsford



## **Budget Transfers & Amendment**

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

That \$ 2,000.00 be transferred from 001.7110.1009.10.7110 (Parks – PT Salaries) to 001.7110.2025.2.7111 (Parks – Equipment) to purchase replacement hedge trimmers.

That \$ 4,000.00 be transferred from 001.7110.1009.10.7110 (Parks – PT Salaries) to 001.7110.4003.10.7 (Parks – Park Maintenance) to purchase materials to complete various projects.

That \$ 1,200.00 be transferred from 1.1355.1000.1.1 (Assessor – Salaries) to 1.1410.1000.1.1 (Town Clerk – Salaries) to cover salary expenses through the end of the year.

That \$ 28.00 be transferred from 1.1355.1000.1.1 (Assessor – Salaries) to 1.7510.1000.1.1 (Historian – Salaries) to cover salary expenses through the end of the year.

That \$ 1,500.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to 1.1430.1000.1.1 (Personnel – Salaries) to cover additional hours and salaries through the end of the year.

That \$ 200.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to cover salaries through the end of the year.

That \$ 150.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to 1.1920.4603.1.1 (Municipal Dues – Expense) to cover the increase in the dues for the Association of Towns.

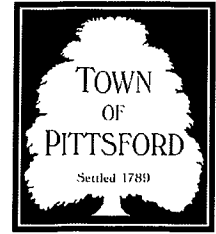
That \$ 10,000.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to 1.2620.4118.1.1 (Bldgs. Maint. – Bldg. Repairs) to cover expenses through the end of the year.

That \$ 1,000.00 be transferred from 1.1990.4000.1.1 (Contingency – Expense) to 1.8540.4000.2.4 (Drainage – Expense) to cover miscellaneous expenses through the end of the year.

### **Be it resolved that the following budget amendment is approved:**

That line item 3.7410.4000.25.3 (Library – Expense) be increased by \$1,000.00. The source of these funds will be a grant from the New York Council for the Humanities. Be it further resolved that the Director of Finance is authorized to make the appropriate budget entries.

# MEMORANDUM



**To:** Pittsford Town Board

**From:** Paul Schenkel - Commissioner of Public Works

**Date:** November 26, 2019

**Regarding:** Agreement with Town of Brighton for Snow and Ice Control on Allen's Creek Road

**For Meeting On:** December 4, 2019

Ladies and Gentlemen:

Each year the Town of Pittsford enters into an intermunicipal agreement with the Town of Brighton to provide snow and ice control for the section of Allen's Creek Road in the Town of Pittsford (0.83 mile).

Attached is a copy of the agreement for your review. The Town of Brighton will provide snow and ice control for a lump sum amount of \$5,514.52. The term of the agreement is for the 2019/2020 winter season. The amount is calculated using rates from the Monroe County Department of Transportation. This agreement amount is up from \$5,273.82 for last season.

Based on my review, I recommend the Town Board authorize the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allen's Creek Road in the amount of \$5,514.52 for the 2019/2020 winter season.

In the event the Town Board determines that the proposed action should be taken, the following Resolution is suggested:

**Resolved,** the Town Board accepts the recommendation of the Commissioner of Public Works and authorizes the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allen's Creek Road in the amount of \$5,514.52 for the 2019/2020 winter season.

**Agreement Renewal for Snow and Ice Control  
on Allens Creek Road  
2019/2020**

This Agreement is made, pursuant to General Municipal Law Section 119-o, between the Town of Brighton, a municipal corporation having offices at Town Hall, 2300 Elmwood Avenue, Rochester, New York, 14618, and the Town of Pittsford, a municipal corporation having offices at Town Hall, 11 South Main Street, Pittsford, New York, 14534.

WITNESSETH:

WHEREAS, the parties desire to renew the 2018/2019 agreement for the provision of snow and ice control services, and

WHEREAS, Brighton authorized renewal of such an agreement at a Town Board meeting on \_\_\_\_\_, 2019.

WHEREAS, Pittsford authorized such an agreement at a Town Board meeting on \_\_\_\_\_, 2019.

NOW THEREFORE, in consideration of the terms and conditions herein, it is hereby agreed by and between the parties as follows:

1. The highway, on which services are to be performed, is Allens Creek Road from the Brighton town line to the Brighton town line, in the Town of Pittsford, the approximate length being 0.83 miles.
2. The services to be provided by Brighton are: (a) application of salt and abrasives, (b) snow plowing, including winging back, and c) correction of damage to lawns and mailboxes which is the direct result of snow removal operations. The services are more fully defined in the Agreement for the provision of snow and ice control services Monroe County and the respective Towns ("Agreement"), which, only to the extent that it describes the services to be provided, is incorporated herein by reference.
3. The level of service to be provided by Brighton is that equal to the treatment afforded to the County's roads, as defined in the Agreement for the provision of snow and ice control services Monroe County.
4. In consideration of the services by Brighton, Pittsford will pay Brighton a lump sum equal to the product of the length of the road segment times the average, per-two-lane-mile reimbursement to Brighton from Monroe County for the 2018/2019 season (tentatively \$3,322.00/lane mile). This lump sum is \$5514.52 (subject to any adjustments made by the County), and will be due and payable in February, 2020.
5. The initial term of this agreement shall be from November 1, 2019 until April 30, 2020. This agreement may be extended thereafter by the mutual agreement of the parties.

6. The Town of Pittsford hereby covenants and agrees to indemnify, defend and hold harmless the Town of Brighton, including its officers., agents and employees, from and against any and all claims, liabilities, obligations, damages., losses and expenses, whether contingent or otherwise, including reasonable attorneys' fees and costs of defense, incurred by Brighton as a result of the performance of services under this agreement, excepting only those resulting from the negligence, omission, breach, fault or intentional misconduct of the Town of Brighton in the conduct of the work under this agreement.

7. This agreement shall be governed by and under the laws of the State of New York. In the event that a dispute arises between the parties, venue for the resolution of such dispute shall be the County of Monroe, New York.

8. If any provision of this agreement is held invalid by a court of law, the remainder of this agreement shall be valid and enforceable.

IN WITNESS WHEREOF, the parties have duly executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2019

TOWN OF PITTSFORD

BY: \_\_\_\_\_  
William Smith, Supervisor

TOWN OF BRIGHTON

BY: \_\_\_\_\_  
William W. Moehle, Supervisor

## 2020 Town Board Meeting Schedule

January 7

January 21

February 4

February 25

March 3

March 17

April 7

April 21

May 5

May 26

June 2

June 16

July 7

July 21

August 4

August 18

September 1

September 15

October 6

October 20

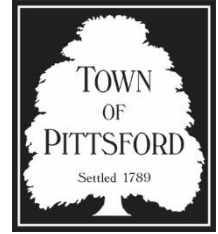
November 4

November 17

December 2

December 15

# MEMORANDUM



**To:** Pittsford Town Board

**From:** Cheryl Fleming, Personnel Director

**Date:** November 27, 2019

**Regarding:** Recommendations for Hiring/Personnel Adjustments

**For Meeting On:** December 4, 2019

1. The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Yasmin Nayrouz	Rec	Asst III Birthday Party Attndnt P/T	\$12.71	12/07/2019

All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Yasmin Nayrouz	Rec	Asst III Birthday Party Attndnt P/T	\$12.71	12/07/2019

**In the event the Town Board determines that the proposed action should be taken, I move that the subject Employee(s) be approved for the date of hire as indicated.**

# MEMORANDUM

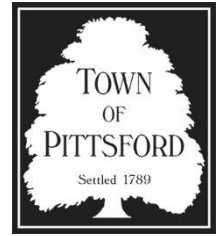
**To:** Town Board

**From:** Cheryl Fleming

**Date:** November 25, 2019

**Regarding:** 2020 Holiday Schedule

**For Meeting On:** December 4, 2019

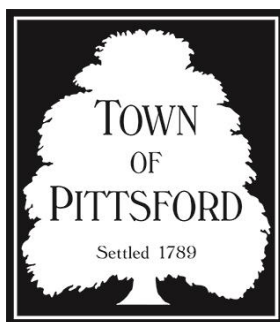


Ladies and Gentlemen:

Attached is the proposed schedule of holidays beginning in the 2020 calendar year. It is substantially similar to the list for 2019. This schedule conforms to the Federal and bank holiday schedules. The proposed list for permanent part-time staff is also enclosed.

I would like to request approval for the 2020 holiday schedule shown attached.

Resolved, that the Town Board approves the 2020 schedule of holidays as proposed 12/04/2019.



## 2020 Schedule of Holidays (Full-time employees)

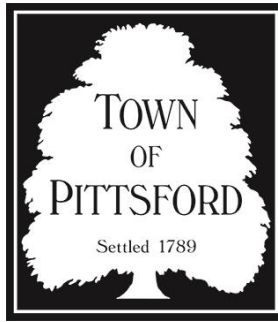
New Year's Day .....	Wednesday, January 1 <sup>st</sup>
<b><i>Martin Luther King Day *</i></b> .....	<b><i>Monday, January 20<sup>th</sup></i></b>
<b><i>Presidents' Day *</i></b> .....	<b><i>Monday, February 17<sup>th</sup></i></b>
Good Friday .....	Friday, April 10 <sup>th</sup>
Memorial Day .....	Monday, May 25 <sup>th</sup>
Independence Day .....	Friday, July 3 <sup>rd</sup>
Labor Day .....	Monday, September 7 <sup>th</sup>
Columbus Day.....	Monday, October 12 <sup>th</sup>
<b><i>Veterans' Day*</i></b> .....	<b><i>Wednesday, November 11<sup>th</sup></i></b>
Thanksgiving Day .....	Thursday, November 26 <sup>th</sup>
Day After Thanksgiving .....	Friday, November 27 <sup>th</sup>
Christmas Eve Day .....	Thursday, December 24 <sup>th</sup>
Christmas Day .....	Friday, December 25 <sup>th</sup>
<b><i>Employee's Birthday *</i></b>	

There are 10 holidays when all town departments are closed.

\* Floating Holidays are taken with department head approval.

Town offices remain open on these days.





## **2020 Schedule of Holidays (Part-time employees)**

New Year's Day .....	Wednesday, January 1 <sup>st</sup>
Good Friday .....	Friday, April 10 <sup>th</sup>
Memorial Day .....	Monday, May 25 <sup>th</sup>
Independence Day .....	Friday, July 3 <sup>rd</sup>
Labor Day .....	Monday, September 7 <sup>th</sup>
Columbus Day.....	Monday, October 12 <sup>th</sup>
Thanksgiving Day .....	Thursday, November 26 <sup>th</sup>
Day After Thanksgiving .....	Friday, November 27 <sup>th</sup>
Christmas Eve Day .....	Thursday, December 24 <sup>th</sup>
Christmas Day .....	Friday, December 25 <sup>th</sup>

There are 10 holidays when all town departments are closed.