

Minutes of the Town Board for May 7, 2019

**TOWN OF PITTSFORD
TOWN BOARD
May 7, 2019**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, May 7, 2019 at 6:00 P.M. local time in Town Hall, Lower Level Meeting Room.

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, Jessie Hollenbeck, Recreation Director; Robert B. Koegel, Town Attorney; Laura Beeley, Deputy Town Clerk, Suzanne Reddick, Assistant to Supervisor and Shelley O'Brien, Communications Director.

ATTENDANCE: There were six (6) members of the public in attendance, as well as five (5) additional staff members and a sign language interpreter.

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

SUPERVISOR'S ANNOUNCEMENTS

- Supervisor Smith announced that the Monroe County DMV will be moving its Pittsford Mobile Office to the Pittsford Town Court at 3750 Monroe Avenue on Fridays beginning May 17th – this week will be the last week it will be held in the downstairs of Town Hall.
- Supervisor Smith reminded residents that the Community Survey has been mailed and encourages all residents to respond.
- Supervisor Smith noted that tomorrow is Ride your Bike to School day – he encouraged both bikers and drivers to keep safety in mind.

MEETING MINUTES OF APRIL 16, 2019 AMENDED

Councilwoman Townsend requested that her comments in the draft Minutes on page 3 be amended and proposed amended language.

Thereafter, a motion to amend the April 16, 2019 minutes accordingly 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.

MEETING MINUTES OF APRIL 16, 2019 APPROVED AS AMENDED

Thereafter a Resolution to approve the Meeting Minutes of the April 16, 2019 meeting, as amended, 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:

RESOLVED, that the Meeting Minutes of the April 16, 2019 meeting are approved as amended.

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LEGAL MATTERS PUBLIC COMMENTS

No public comments were offered.

PARTIAL RELEASE OF CONSERVATION EASEMENT PROPOSED

Following a brief discussion involving methodology of evaluation, a Resolution to approve the "Partial Release of Conservation Easement" to modify the Town's easement at 3626 Clover Street by releasing the perimeter around a private residence amounting to 0.5 acre and providing for a commensurate addition of land at the site to the conservation easement, was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor and Smith. Nays: Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the Town Supervisor to sign the attached proposed "Partial Release of Conservation Easement" involving the Town's easement located on 3626 Clover Street, and be it further

RESOLVED, that this resolution is subject to permissive referendum, and the Town Clerk is directed to post and publish the required notice of such permissive referendum.

MUSIC LICENSING AGREEMENT WITH SESAC APPROVED

A Resolution to approve the Proposed Music Licensing Agreement with SESAC as submitted was offered by Councilwoman Munzinger, 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 Supervisor be authorized to sign the proposed Agreement with SESAC for music licensing.

FINANCIAL MATTERS PUBLIC COMMENTS

No public comments were offered.

SURPLUS INVENTORY APPROVED

A Resolution to approve the list of Surplus Inventory submitted as recommended 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 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>
16702	2009	Coffee Maker	HWY	\$125.00	JUNK
10235	2000	Motorola Radio	HWY	\$504.00	JUNK
11960	1994	Kenwood Radio	HWY	\$800.00	JUNK
16711	2009	Dump Truck #453	HWY	\$158,529.00	AUCTION
16712	2009	Front Plow #453	HWY	\$10,000.00	AUCTION
16713	2009	Wing Plow #453	HWY	\$3,344.00	AUCTION
17720	2014	Case Loader	HWY	\$145,817.00	TRADE-IN
17808	2015	Samsung Microwave	HWY	\$289.17	JUNK

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18800	2016	Case Loader	HWY	\$144,265.60	TRADE-IN
18803	2016	Toro Zero Turn Mower	PARKS	\$11,270.16	AUCTION
10994	1987	Jacobsen Over Seeder	PARKS	\$4,090.00	AUCTION
17316	2012	Stanley 36" Brush Mower	PARKS	\$3,272.00	AUCTION
				\$482,305.93	

BUDGET TRANSFERS AND AMENDMENTS APPROVED

A Resolution to approve the proposed Budget Transfers were 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 Budget Transfers are approved:

- That \$5,000.00 be transferred from 1.9950.9000.1.1 (WT- Transfer to Capital) 1.2620.2007.10.3 (Bldg. Maintenance – Bldg. Improvements) for a new HVAC unit at the Library.
- That \$14,900.00 be transferred from 1.9950.9000.1.1 (WT- Transfer to Capital) to 1.2620.2000.10.3 (Bldg. Maintenance – Capital Outlay) to pay for a scissor lift for the Building Maintenance Department.
- That \$ 8,000.00 be transferred from 1.9950.9000.1.1 (WT- Transfer to Capital) to 1.2620.2007.10.3 (Bldg. Maintenance – Bldg. Improvements) to paint the 1st floor of the Library public spaces.

And be it further

RESOLVED, that the following Budget Amendments are approved:

- That line item 2.1989.2001.1.1 (Part Town - Technology Replacement Schedule) be increased by \$7,655.00 and that the source of these funds will be an appropriation from the Part Town Office Equipment Capital Reserve. Be it further

RESOLVED, that this resolution is subject to permissive referendum.

- That line item 6.1989.2001.1.6 (Sewer - Technology Replacement Schedule) be increased by \$2,610.00 and that the source of these funds will be an appropriation from the Sewer Office Equipment Capital Reserve. Be it further

RESOLVED, that this resolution is subject to permissive referendum.

- That line item 5.5112.2010.55.4 (Highway PT – CHIPS Road Rehabilitation) be increased by \$39,216.00. The source of these funds will be an increase in NYS CHIPS Program and PAVE NY.

FINANCIAL STATEMENTS/COMMUNICATION – BONADIO & CO., LLP PRESENTATION

Randy Shepard discussed the results of his firm's annual audit of the Town of Pittsford's Financial Statements, concluding that the Town's financial records are in excellent condition, which resulted in a clean audit opinion.

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PERSONNEL MATTERS

PUBLIC COMMENTS

No public comments were offered.

HIRING RECOMMENDATIONS APPROVED

Councilman O'Connor confirmed that he audited the records for the proposed new hires, recommended status changes and/or salary changes noting that all the documents were in order. Thereafter, a Resolution to approve the proposed new hires was offered by Councilman O'Connor, 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 Board approve the following persons for employment as new hires and confirm as the date of hire as indicated hereto:

Name	Department	Position	Rate	Date of Hire
Hugo Couderc	Recreation	Student Hlpr	\$11.10	04/18/2019
Danielle Brink	Parks	Seasonal – PT	\$13.50	04/21/2019
Yadira Page	Parks	Seasonal – PT	\$12.25	04/25/2019
Matthew Bamford	Recreation	Lifeguard – PT	\$14.00	04/27/2019
Suhwoo Han	Recreation	Rec Asst – PT	\$11.10	05/01/2019
Dylan Selden	Highway	Laborer – FT	\$15.22	05/06/2019

And be it further

RESOLVED, that the Town Board approves the status and salary changes for the following employee(s):

Name	Position	Reason for Change	Rate	Effective Date
James Lane	Laborer	CDL-Class B	\$16.52	4/16/2019
Bailey Colomaio	Lifeguard	Rate Increase	\$14.00	4/16/2019
Christopher Eggleston	Lifeguard	Rate Increase	\$14.00	4/16/2019
Christopher Eggleston	Comm Ctr Supv.	New Position	\$12.71	05/08/2019
Nicholas Hamilton	Lifeguard	Rate Increase	\$14.00	4/16/2019
Kaitlyn Hansen	Lifeguard	Rate Increase	\$14.00	4/16/2019
Ben Myers	Lifeguard	Rate Increase	\$14.00	4/16/2019
Samuel Myers	Lifeguard	Rate Increase	\$14.00	4/16/2019
Donald O'Brien	Lifeguard	Rate Increase	\$14.00	4/16/2019
Austin Smith	Lifeguard	Rate Increase	\$14.00	4/16/2019
Chris Henninger	WSI	Rate Increase	\$15.00	4/16/2019
Madeline Holodnik	Aquatics Dir	Rate Increase	\$16.00	04/16/2019
Michael Rhodes	Security	Rate Increase	\$30.00	04/29/2019
Daniel Woodward	Security	Rate Increase	\$30.00	04/29/2019
Michael Stephens	Security	Rate Increase	\$30.00	04/29/2019
David Lenane	Security	Rate Increase	\$30.00	04/29/2019
Doug Pollock	Security	Rate Increase	\$30.00	04/29/2019
Joshua Gagnier	Parks	Seasonal – Rehire	\$12.25	05/20/2019
Gloria Colaprete	Rec Asst	Summer Fun Site Dir	\$14.25	06/15/2019

SUMMER 2019 RECREATION PROGRAMS APPROVED

A Resolution to approve the 2019 Summer Recreation Programs 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.

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The Resolution was declared carried as follows:

RESOLVED, that the Town Board approves the Recreation Department's 2019 Summer Programs and authorizes the Town Supervisor to sign instructor contracts as required.

OTHER BUSINESS

- Supervisor Smith confirmed with Town Attorney Robert Koegel that the Town Attorney would be circulating to the Board a proposed revised draft of a Demolition Review Statute.
- Councilman Beckford noted that it was National Teacher Appreciation Day and expressed our appreciation of our Pittsford teachers, with all board members indicating agreement.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

Having no further public business to discuss, Supervisor Smith indicated that it was necessary to adjourn to Executive Session to discuss a proposed sale of Real Property, the publicity of which would substantially affect its value. Thereafter, a motion was made by Supervisor Smith, seconded by Deputy Supervisor Munzinger, to move to Executive Session. The members voted as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Town Board then adjourned to Executive Session at approximately 6:30 p.m.

The real estate matter was discussed, thereafter, a motion to come out of Executive Session was made 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 Town Board adjourned from Executive Session at 6:56 P.M. and returned to the Town Board meeting room.

SALE OF 5611 PALMYRA ROAD PROPERTY APPROVED

A Resolution to approve the proposed Agreement to sell 5611 Palmyra Road for \$420,000 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 following Resolution was declared carried as follows:

RESOLVED, that the Supervisor be authorized to execute the Purchase and Sale Agreement signed by Daniel Pitcher, LLC as Purchaser on May 8, 2019 regarding the sale of the property located at 5611 Palmyra Road, Town of Pittsford, Tax Lot No. 164.12-1-66, for a purchase price of \$ 420,000.00. This resolution is subject to a Permissive Referendum, and the Town Clerk is directed to post and publish the required Notice of such Permissive Referendum.

It was noted in Executive Session discussion that the sale price exceeds the combined amount of the price the Town paid to purchase the property together with the comprehensive costs of all improvements the Town made to the property.

As there was no further business, the Supervisor adjourned the meeting at 7:00 P.M.

Respectfully submitted,

Laura M. Beeley
Deputy Town Clerk