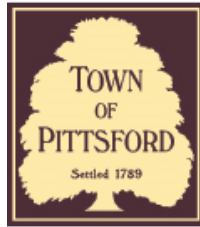


**SUPERVISOR**  
William A. Smith, Jr.



**COUNCIL MEMBERS**  
Kate Bohne Munzinger, Deputy  
Supervisor  
Kevin Beckford  
Cathy Koshykar  
Stephanie Townsend

## **TOWN BOARD AGENDA**

**Tuesday, May 4, 2021 – 6:00 pm**  
**Meeting by Online Video with Public Access**

**Page 1 of 2**

### **Call to Order**

### **Pledge of Allegiance**

### **Minutes**

Approval of Minutes of Meeting of April 20, 2021

### **Financial Matters**

Public Comment  
Presentation of Annual Audit by Bonadio & Co.  
Town Court Financial Review by Bonadio & Co.  
Transfer

### **Operational Matters**

Public Comment  
Set Public Hearing for Refuse Districts

- Burlingame
- Cherry Hill Farm
- Evergreen
- Ingridshire Estates
- Pittsford Hills
- Saddle Brook
- Tobey Estates

Set Executive Session for appointments to Equity Advisory Committee

### **Other Business**

### **Public Comment**

### **Adjournment**

**Instructions for online viewing and offering comments on attached page 2**

**How to view the meeting:**

**1. Zoom**

- In your web browser, go to

<https://townofpittsford.zoom.us/j/81326593687?pwd=b2ozZjRRaW14WlROeXFJVjVpRaUdHdz09>

You will be connected to the meeting.

**2. Telephone**

- You can access the meeting by phone. Use any of the numbers below, then enter the meeting ID. The Meeting ID is 813 2659 3687. No password is necessary.

(929) 205-6099                      (312) 626-6799

(253) 215-8782                      (301) 715-8592

(346) 248-7799                      (669) 900-6833

**3. Comments**

Comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of a businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf.

**By E-Mail**

- Commenters can submit a comment for the meeting by emailing it to [comments@townofpittsford.org](mailto:comments@townofpittsford.org) any time before 2:30pm on the date of the meeting.
- Please begin any comment with your name and street address. Comments by e-mail will be read aloud by the Town Clerk.
- To comment by email on anything that takes place at the meeting, use the email address shown prior to 2:30pm on the next meeting date. The Clerk will read such comments from residents aloud at that meeting.

**Using Zoom**

- For commenting during the meeting, please begin with your name and street address.
- At the points where the Supervisor asks if there are public comments, if you are a resident, property owner, business owner or attorney or agent, as described above, and wish to comment, click "Raise Hand" in the control panel. (Telephone attendees press \*9).
- Your comment will be taken in the order received. When you receive a message to "Unmute Now" please do so and make your comment. All comments must begin with the name and street address of the commenter.
- Alternatively, if you don't have a microphone or prefer or need to submit a comment in writing, you can do so by clicking "Chat" in the controls at the bottom of your Zoom window.
- When called upon, please begin with your name and street address and type your message into the chat window, then press "Enter" to send. The Town Clerk will read your message aloud.
- We are pleased to offer Zoom Automated Transcription captions for our Town Board. This service automatically creates machine-generated transcriptions and users should be aware that wording inaccuracies may occur.

## Minutes of the Town Board for April 20, 2021

### **DRAFT TOWN OF PITTSFORD TOWN BOARD APRIL 20, 2021**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, April 20, 2021 at 6:00 P.M. local time via Zoom.

**PRESENT:** Supervisor William A. Smith, Jr.; Councilmembers Cathy Koshykar, Katherine B. Munzinger and Stephanie M. Townsend.

**ABSENT:** Councilmember Kevin S. Beckford.

**ALSO PRESENT:** Staff Members: Jessie Hollenbeck, Recreation Director; Cheryl Fleming, Personnel Director; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk; Shelley O'Brien, Communications Director; Joy Brown, Technology Director and Spencer Bernard, Chief of Staff.

**ATTENDANCE:** There were twenty-one (21) members of the public in attendance, as well as two (2) additional staff members and an interpreter.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. Supervisor Smith led all present in the Pledge to Flag.

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

- 1) Councilmember Beckford advised the Board today that he cannot attend tonight's meeting due to illness; Board members extended best wishes for recovery.
- 2) Earth Day – April 22 – Ribbon Cutting of the Erie Canal Nature Preserve at 12 Noon.
- 3) Zoning Code Update: Opportunity for residents to use the interactive mapping tool for the Zoning Code Update has been extended from April 25 to May 24. Supervisor Smith encouraged the public to participate in the process.
- 4) Public Comments – Supervisor Smith reviewed the procedure for offering public comments during the meeting.

#### **MINUTES OF THE APRIL 6, 2021 APPROVED**

A Resolution to approve the April 6, 2021 Minutes was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Minutes of the April 6, 2021 meeting is approved as written.

#### **LEGAL MATTERS**

##### **PUBLIC COMMENTS**

No comments were offered regarding Legal Matters.

**COMMUNITY CHOICE AGGREGATION – PROGRAM ADMINISTRATOR AUTHORIZED TO SOLICIT BIDS FOR ELECTRICITY FROM RENEWABLE SOURCES AND AMENDMENT TO AGREEMENT APPROVED**

Town Attorney, Robert Koegel, reviewed briefly the history of the CCA Program, noting that the last time that the Program Administrator went out to bid for renewable energy, they were unable to secure bids from suppliers who would meet the bid specifications of providing 100% renewable electricity at a net savings compared to the 12-month historic average. The Town now has an opportunity to join with the City of Rochester, the Town of Irondequoit, and, if still interested, the Village of Pittsford, to have Joule seek bids from renewable electricity suppliers with more flexibility in soliciting bids in order to stimulate more term-compliant bidding.

After some discussion and clarification by the Town Attorney, a Resolution to amend the Agreement with Joule and authorize them to solicit bids was offered by Councilmember Townsend, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, by Local Law No. 4 of 2018 adopted September 17, 2018, the Town Board of the Town of Pittsford enacted a Community Choice Aggregation (“CCA”) Program Enabling Law pursuant to § 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law and consistent with State of New York Public Service Commission Case No. 14-M-0224; and

WHEREAS, pursuant to a resolution adopted December 5, 2018, the Town Board authorized the Supervisor to execute a non-binding Memorandum of Understanding (the “MOU”) with the Town of Brighton, the Town of Irondequoit, and the Village of Pittsford (collectively with the Town of Pittsford, the “Original Municipalities”) to solicit, evaluate, and select a common CCA administrator to assist in securing a 100% renewable clean energy product, consistent with State of New York Public Service Commission Case 14-M-0224 and Local Law No. 4 of 2018 of the Town of Pittsford; and

WHEREAS, on March 6, 2020, the Town, Joule, and Roctricity LLC entered into that certain Community Choice Aggregation Agreement (“CCA Agreement”), whereby Joule agreed to, among other things, pre-qualify prospective energy suppliers to provide Town residents with 100% renewable energy at a net savings compared to the 12-month historic average, measured from the bid issuance date, of the Rochester Gas & Electric residential rate for electricity charged to residential customers; and

WHEREAS, pursuant to a resolution dated June 16, 2020, the Town Board authorized Joule to issue a request for proposals seeking electricity suppliers to supply renewable electricity to Town residents on a 100% renewable energy basis and at a net savings compared to the 12-month historic average, measured from the bid issuance date, of the Rochester Gas & Electric residential rate for electricity charged to residential customers, and a term for supplying electricity of at least twenty-four months, and further authorized entry into an Electricity Supply Agreement (the “Electricity Supply Agreement”), responsive to the foregoing requirements (among others) with a qualifying supplier of renewable electricity; and

WHEREAS, Joule sought but was unable to locate suppliers to provide electricity on a 100% renewable basis and providing a net savings compared to the 12-month historic average; and

WHEREAS, the City of Rochester has now expressed interest in joining with the Town and the Original Municipalities to again seek bids from renewable electricity suppliers pursuant to a Community Choice Aggregation Program; however, not all of the Original Municipalities have yet determined to proceed; and

WHEREAS, the Town of Pittsford wishes to authorize Joule to seek bids for renewable electricity suppliers on behalf of the Town of Pittsford, the Town of Irondequoit, the City of Rochester, and as many of the Original Municipalities which determine to proceed; and

WHEREAS, to accomplish the above, the Town wishes to authorize amendments to the MOU, the CCA Agreement, and the Electricity Supply Agreement to allow any or all of the following: (1) that the City of Rochester be added as a participating municipality and any of the Original Municipalities which determine not to proceed be removed as participating municipalities, as necessary; (2) that Joule request rate quotes from suppliers for 100%

## Minutes of the Town Board for April 20, 2021

renewable electricity from projects sited anywhere in the United States, as well as those projects sited solely in New York; (3) that residents enrolled in the Community Choice Aggregation Program, who have not opted out of such, be given the option to “opt-down” to a fixed-rate standard electricity supply mix; (4) that Joule seek “variable rates with downside protection” (e.g., roughly half of the price would be fully fixed, and half would be “trued up” periodically, such as annually); and/or (5) that Joule be authorized to solicit rate quotes based on a fixed percentage of at least 15% below the current lowest offer for a 24 months fixed rate 100% renewable electricity product with no cancellation fee; and

WHEREAS, the Amended and Restated Community Choice Aggregation Agreement, in the form attached hereto as **Exhibit A** (see CCA File), and the revised Electricity Supply Agreement, in the form attached hereto as **Exhibit B** (see CCA File), have been reviewed and approved by the Town Attorney, and have been deemed to provide benefits, adequate protections, and a minimization of risk to the Town.

NOW, THEREFORE, BE IT

**RESOLVED**, that, to the extent necessary, the Town Board authorizes the Supervisor to execute a revised MOU with the City of Rochester and any of the Original Municipalities as wish to proceed, in a form as may be approved by the Town Attorney.

AND, THEREFORE, BE IT FURTHER

**RESOLVED**, that the Town Board authorizes the Supervisor to execute the Amended and Restated Community Choice Aggregation Agreement, substantially in the form attached hereto as Exhibit A or as may be approved by the Town Attorney.

AND, THEREFORE, BE IT FURTHER

**RESOLVED**, that the Town Board authorizes Joule, in its capacity as program manager, to issue a supply request for proposals (“Supply RFP”) consistent with the provisions of this Resolution and the resolutions described more fully above, with bids to be evaluated based upon compliance with the specifications of the Supply RFP including, without limitation, price and tenor parameters, and the Supplier’s acceptance of all material terms of the revised Electricity Supply Agreement, substantially in the form attached hereto as Exhibit B or as may be approved by the Town Attorney.

AND, THEREFORE, BE IT FURTHER

**RESOLVED**, that the Town Board approves the revised Electricity Supply Agreement in substantially the form attached to this Resolution as Exhibit B, or as may be approved by the Town Attorney, such form to be included in the Supply RFP.

AND, THEREFORE, BE IT FURTHER

**RESOLVED**, that Joule in its role as Program Administrator for the Program shall, among other things, manage the energy procurement process, prepare and issue the Supply RFP, and make recommendations for award to the Town; provided however, that the Town will, through the Supervisor, make the final award decision.

AND, THEREFORE, BE IT FURTHER

**RESOLVED**, that subject to the conditions that the awarded Supplier has been pre-qualified as required by Program Administrator and that the awarded bid meets the specifications established in the Supply RFP, the Town Supervisor is authorized to execute an Electricity Supply Agreement, as revised, on behalf of Town, in substantially the form attached hereto as Exhibit B, as may be revised by the Town, with the awarded Supplier and Program Administrator in a timely fashion; provided, however, that the Town is under no obligation to award the Supply RFP for any bid that fails to provide both (a) a 100% renewable supply of electricity at a net savings, compared to the 12-month historic average measured from the bid issuance date, of the Rochester Gas & Electric residential rate for electricity charged to residential customers; and (b) a term for supplying electricity which is at least twenty-four months. In addition, the Town is under no obligation to award the Supply RFP if any of the conditions of the Amended and Restated Community Choice Aggregation Agreement shall not be met.

## Minutes of the Town Board for April 20, 2021

### FINANCIAL MATTERS

#### PUBLIC COMMENTS

No comments were offered regarding Financial Matters.

### APRIL VOUCHERS APPROVED

A Resolution to approve the proposed vouchers was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the April 2021 vouchers No. 150695 through 151068 in the amount of \$612,578.97 are approved for payment.

### OPERATIONAL MATTERS

#### PUBLIC COMMENTS

No public comments were offered regarding Operational Matters.

### SUSTAINABILITY UPDATE

Chief of Staff Spencer Bernard gave a Sustainability Update report to the Town Board as follows:

**Refuse Districts:** A very successful program launched a few years ago. As of now, we have eight (8) districts throughout the Town, with seven (7) neighborhoods currently in the process of forming a district for 2022. This would result in fifteen (15) neighborhoods with reduced weekly truck traffic, meaning less wear and tear on our roads and less CO2 in our airways. Many thanks to Renee McQuillen for her continued hard work on this initiative.

**CCA/Community Solar:** Sue Hughes Smith from Rocricity has been very responsive to resident questions and concerns on the Community Solar program. Pittsford is pleased to have the most signups for the Community Solar Program in the county, with \$50 of every new enrollment going directly to the Town's sustainability fund.

**Community Garden Expanded:** Our Parks Foreman, Jess Neal and her crew have added 34 new raised garden beds. Each garden bed is 4' x 8' in size. Tools, water, mulch and compost are provided on-site.

**Grant Writer:** Now that the Town has engaged a grant writer, the Town has an opportunity to move forward with more sustainability initiatives, as many can be supported through grants, such as the new solar panels on the lodges at Kings Bend Park, our Electric Vehicle Charging Stations, etc. The consultant hired by the Town has already begun working to aggressively pursue grant funding for sustainability projects.

**Toxic-Free Challenge:** We quickly learned that committing to a toxic-free lawn is where the most change can be made in the area of synthetic chemical use. Therefore, the Town supported a grass-roots movement that shows you can have a toxic-free lawn that is healthy, looks great and is good for people, plants and animals. If you would take the challenge, you can show your support with one of our Toxic-Free Challenge lawn signs. Residents can pick one up at the Town Hall front steps or at our Community Garden at Thornell Farm Park.

**Pollinator Corridors:** In late January, early February, Parks Department Foreman Jess Neal, Commissioner of Public Works Paul Schenkel and Chief of Staff Spencer Bernard began looking at possible locations on Town owned land to plant more native species beneficial to pollinating species such as bees, butterflies and birds, using native plantings as contemplated by the Comprehensive Plan, and to configure these spaces so as to create a pollinator corridor or corridors. In addition to the pollinator-friendly areas the Town has planted already, such as the hillside and drainage swale at the Spiegel Community Center, and areas in Farm View and Hopkins Park, the Town has identified additional areas for native plantings. These will include Town-owned hillsides that are tricky to mow, areas surrounding our farmed Greenprint land. In addition, the Town will approach areas governed by neighborhood associations to discuss native plantings on areas controlled by the associations. The removal of invasive species will be a constant battle, but the more we can inform people about native plantings and their

## Minutes of the Town Board for April 20, 2021

benefits, the more we can do as the Town to lead by example by planting native species, the better off we'll be in the long run. We may expect that the more homeowners learn about the natural beauty of native species, that they require much less maintenance and help the environment, the more the Town can expand pollinator-friendly areas.

**Upcoming Projects:** Recommended sidewalk projects based on the Active Transportation Plan are beginning to be explored. The hope is to have these projects engineered so when funding becomes available, the Town will have the advantage of having "shovel ready plans" in place. The Parks Department has pursued the ATP's plans to connect neighborhoods by building a bridge between two neighborhood trails. The bridge creates walking and hiking access between two neighborhoods by connecting two trails, making it safer, quicker and more pleasant to get from one neighborhood to another. This is just one of the projects that has been completed as part of the Active Transportation Plan. The Town will continue to add trail connections and make pedestrian safety improvements.

**Erie Canal Nature Preserve.** One of the Town's most ambitious projects in recent years, the Erie Canal Nature Preserve protects and conserves unspoiled land with a unique ecology in the heart of Pittsford, preserving a 20 acre area along the Canal from development. The Town made significant, but low-impact, improvements to the area that make the site accessible to the public. This Thursday, Earth Day, the Town will hold the the Ribbon Cutting for the Nature Preserve. At that time, the Town will announce plans for a Native Plants & Pollinator Garden that we have been developing for the past few months. We have identified an area near the towpath that will serve as one garden in the Town of Pittsford's network of Native Planting and Pollinator Gardens. This will be a garden that our residents can visit and also learn how to create a garden of their own with native plantings.

### **APPOINTMENTS TO VOLUNTEER BOARDS APPROVED**

#### **DAVID JEFFERSON RE-APPOINTMENT TO THE PLANNING BOARD APPROVED**

A Resolution to re-appoint David Jefferson to the Planning Board was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that David Jefferson be re-appointed to the Planning Board for a term commencing on January 1, 2021, with the term expiring on December 31, 2027.

#### **MARY ELLEN SPENACCHIO RE-APPOINTMENT TO THE ZONING BOARD OF APPEALS APPROVED**

A Resolution to re-appoint Mary Ellen Spenacchio to the Zoning Board of Appeals was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Mary Ellen Spenacchio be re-appointed to the Zoning Board of Appeals for a commencing on January 1, 2021, with the term expiring on December 31, 2027.

#### **THOMAS KIDERA APPOINTMENT TO THE ZONING BOARD OF APPEALS APPROVED**

A Resolution to appoint Thomas Kidera to the Zoning Board of Appeals to fill a seat left vacant due to a resignation, was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Thomas Kidera be appointed to the Zoning Board of Appeals for a commencing on January 1, 2021, with the term expiring on December 31, 2025.

Minutes of the Town Board for April 20, 2021

**ANGELA UTTARO APPOINTMENT TO THE ASSESSMENT REVIEW BOARD APPROVED**

A Resolution to appoint Angela Uttaro to the Assessment Review Board was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Angela Uttaro be appointed to the Assessment Review Board for a term commencing on January 1, 2021, with the term expiring on September 30, 2025.

**BONNIE SALEM RE-APPOINTED TO THE DESIGN REVIEW AND HISTORIC PRESERVATION BOARD APPROVED**

A Resolution to re-appoint Bonnie Salem to the Design Review and Historic Preservation Board was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Bonnie Salem be appointed to the Design Review and Historic Preservation Board for a term of commencing on January 1, 2021, with the term expiring on December 31, 2027.

**APPOINTMENTS TO THE ENVIRONMENTAL BOARD APPROVED**

A Resolution was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, to appoint a new member, Jackie Ebner and to re-appoint the following persons to the Environmental Board: Stephen Heinzelman, Hali Buckley, Seth O'Bryan, James Pippin, Julie Marcellus, and Lindsay Clark. The members voted thereafter as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Jackie Ebner be appointed to the Environmental Board and the following be re-appointed as an annual appointment commencing on January 1, 2021, with the term expiring on December 31, 2021: Stephen Heinzelman, Hali Buckley, Seth O'Bryan, James Pippin, Julie Marcellus, and Lindsay Clark.

**RECREATIONAL MATTERS**

**PUBLIC COMMENTS**

No public comments were offered regarding Recreational Matters.

**2021 COMMUNITY EVENTS SCHEDULE APPROVED**

Recreation Director Jessie Hollenbeck reviewed the Community Events Schedule with the Board. Thereafter a Resolution to approve the proposed 2021 Community Events Schedule was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board, approves the proposed Schedule of Events for the Town of Pittsford as follows:

<b>Memorial Day Ceremony</b>	Monday, May 31 at 10:00AM	Carpenter Park - Memorial
<b>Meet the Machines</b>	Saturday, June 5 at 10:00AM	Community Center
<b>Concert #1</b>	Friday, June 25 at 6:30PM	Port of Pittsford Park
<b>*Farmers Market</b>	July- August	Community Center



## Minutes of the Town Board for April 20, 2021

<b>Concert #2</b>	Friday, July 9 at 6:30PM	Port of Pittsford Park
<b>Family Outdoor Movie #1 Food Truck in the Park</b>	Friday, July 16 at Dark 5:00PM	Thornell Farm Park
<b>Concerts for Kids #1</b>	Wednesday, July 21 at 6:30PM	Community Center
<b>Concert #3</b>	Friday, July 23 at 6:30PM	Port of Pittsford Park
<b>Family Outdoor Movie #2 Food Truck in the Park</b>	Friday, July 30 at Dark 5:00PM	Thornell Farm Park
<b>Concert #4</b>	Friday, August 6 at 6:30PM	Port of Pittsford Park
<b>Family Outdoor Movie #3 Food Truck in the Park</b>	Friday, August 13 at Dark 5:00PM	Thornell Farm Park
<b>Concerts for Kids #2</b>	Wednesday, August 18 at 6:30PM	Community Center
<b>Concert #5</b>	Friday, August 20 at 6:30PM	Port of Pittsford Park
<b>Family Outdoor Movie #4 Food Truck in the Park</b>	Friday, August 27 at Dark 5:00PM	Thornell Farm Park
<b>Fall Festival/ Fireworks</b>	TBD	
<b>Family Halloween Fest</b>	TBD	
<b>Veteran's Day Ceremony</b>	November 11 at 11:00AM	Carpenter Park - Memorial

### **SUMMER RECREATIONAL PROGRAMS APPROVED**

Recreation Director Jessie Hollenbeck introduced to the Board the proposed Summer Recreation Programs. Thereafter, a Resolution to approve the 2021 Summer Recreation Programs was offered by Councilmember Townsend, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the 2021 Summer Recreation Programs are approved as proposed.

### **CONCERT SERIES BAND CONTRACTS APPROVED**

A Resolution to approve the Summer Concert Series Band contracts was offered by Deputy Supervisor Munzinger, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign contracts with the aforementioned bands, which is within the Recreation Department's community events expense budget.

The following is the proposed list for the Concert Series:

Minutes of the Town Board for April 20, 2021

**Summer Concert Series**  
Fridays, 6:30pm-8:00pm

Date	Band Name	Cost
06/25/21	Smugtown Stompers	\$800
07/09/21	Teagan and Lou	\$500
07/23/21	Alfred St. John's Trinidad & Tobago Steelband	\$800
08/06/21	Mr. Mustard	\$800
08/20/21	Pittsford Fire Department Band	\$500

**Summer Concerts for Kids**  
Wednesdays, 6:30pm-7:30pm

Date	Band Name	Cost
07/21/21	John Dady	\$600
08/18/21	Mr. Loops	\$600

**TENT RENTAL VENDOR CONTRACT APPROVED**

A Resolution to approve the Community Center's Summer Tent Rental for the summer months and outdoor programming was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign a contract with McCarthy Tents and Events for \$1,810 for rental of a 20' x 40' tent.

**OUTDOOR MOVIE CONTRACT APPROVED**

A Resolution to approve the 2021 Family Outdoor Movie contract with ZuperBounce, LLC, for the 2021 Family Outdoor Movie Nights was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign a contract with ZuperBounce, LLC for a fee not to exceed \$3,500 for our 2021 Family Outdoor Movie Nights.

**PERSONNEL MATTERS**

**PUBLIC COMMENTS**

No public comments were offered regarding Personnel Matters.

**HIRING RESOLUTION APPROVED**

A Resolution to approve the proposed recommendations for new hires was offered by Deputy Supervisor Munzinger, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the following personnel be and hereby is approved for the date of hire as recommended.

Name	Dept	Position	Salary	Effective Date
Sean Payrot	Parks	Laborer – Seasonal	\$14.00/hr	04/28/2021
Makenzie Pearce	Rec	Rec Assistant I – PT	\$12.50/hr	04/27/2021

Minutes of the Town Board for April 20, 2021

**OTHER BUSINESS**

**BOARD DISCUSSION ON MARIJUANA LEGALIZATION**

Supervisor Smith reviewed and discussed with the Board the recent legalization of Marijuana in New York State and the implications and decisions that are upon local municipalities for consideration before the end of this year. Supervisor Smith and Board members noted the importance of acquainting residents of the decisions to be made and the importance of having adequate input from residents to inform these decisions. All Town Board members agreed that input from the residents is important and that information sessions along the lines of the Community Choice Aggregation information meetings would be helpful in obtaining views of residents. The state is still refining many details and the Town will move forward to make these public and to plan for informational sessions, hopefully in-person, as pandemic restrictions ease, in a large-capacity space as the town did for the CCA sessions.

**PUBLIC COMMENTS**

A public comment was offered by Victoria Cherry.

With no further business, the meeting adjourned at 7:04 p.m.

Respectfully submitted,

Linda M. Dillon, RMC  
Town Clerk

# Town of Pittsford, Monroe County, New York

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## *Town Board Meeting*

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Big firm capability. Small firm personality.

**THE BONADIO GROUP**

CPAs, Consultants & More

May 4, 2021

# Auditor's Responsibility

- Form opinions as to whether the financial statements have been presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States.
- Consider internal control over financial reporting as a basis for designing audit procedures, but not for the purpose of expressing an opinion on internal control.
- Communicate significant matters related to the financial statement audit to the Town Board.
- An audit does not relieve management or the Town Board of their responsibilities with regard to governance and oversight.
- Our audit opinions on the financial statements are unmodified.

# Financial Highlights

## Government-wide net position consisted of the following:

Net investment in capital assets	\$ 45,225,318
Restricted net position	15,955,683
Unrestricted net position	(16,133,244)
<b>Total</b>	<b>\$ 45,047,757</b>

## Percentages of revenues

- General revenues, which include mortgage tax, non-property tax, and real property tax accounted for approximately \$16,547,191 or 82% of all revenues.
- Program specific revenues, including charges for services and capital grants, accounted for \$3,701,293 or 18% of total revenues.

# Financial Highlights (Continued)

Total governmental funds reported  
an ending fund balance of:

Nonspendable	\$	233,613
Restricted		15,955,683
Assigned		1,740,463
Unassigned		5,078,852
<b>Total</b>	<b>\$</b>	<b>23,008,611</b>

# Financial Highlights (Continued)

## General Fund Highlights

- Total Fund Balance of \$10,962,868 increased from 2019 approximately \$656,000 or about 6%
- Revenues of \$9,924,964 decreased from 2019 approximately \$28,000, or less than 1%
- Expenditures of \$7,176,038 decreased from 2019 approximately \$547,000 or about 7%
- Significant transfers out of \$2.1 million to fund debt service payments



**BALANCE SHEETS - GOVERNMENTAL FUNDS  
AS OF DECEMBER 31  
(000's omitted)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 17,990	\$ 20,514	\$ 22,243
Investments	4,087	1,682	34
Receivables	2	2	23
Due from other funds	112	4	-
Due from other governments	1,089	1,252	1,587
Due from state and federal	29	-	154
Prepaid expenses	<u>234</u>	<u>224</u>	<u>224</u>
Total assets	23,543	23,678	24,265
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflow - other	<u>-</u>	<u>-</u>	<u>101</u>
Total assets and deferred outflows	<u>\$ 23,543</u>	<u>\$ 23,678</u>	<u>\$ 24,366</u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES:</b>			
Accounts payable	\$ 112	\$ 150	\$ 357
Accrued liabilities	258	244	160
Due to other funds	112	4	-
Unearned revenue	<u>52</u>	<u>132</u>	<u>126</u>
Total liabilities	<u>534</u>	<u>530</u>	<u>643</u>
<b>FUND BALANCES:</b>			
Nonspendable	234	224	325
Restricted	15,956	16,794	17,504
Assigned	1,740	1,614	1,164
Unassigned	<u>5,079</u>	<u>4,516</u>	<u>4,730</u>
Total fund balances	<u>23,009</u>	<u>23,148</u>	<u>23,723</u>
Total liabilities and fund balances	<u>\$ 23,543</u>	<u>\$ 23,678</u>	<u>\$ 24,366</u>

**STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
FOR THE YEARS ENDED DECEMBER 31  
(000's omitted)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
REVENUES:			
Tax items	\$ 15,956	\$ 16,159	\$ 15,988
Other revenues	2,251	2,856	2,494
Government aid	1,690	1,423	1,677
Total revenues	<u>19,897</u>	<u>20,438</u>	<u>20,159</u>
EXPENDITURES:			
Current expenditures	17,745	18,734	25,278
Debt service	2,291	2,297	2,183
Total expenditures	<u>20,036</u>	<u>21,031</u>	<u>27,461</u>
DEFICIENCY OF REVENUES OVER EXPENDITURES	<u>(139)</u>	<u>(593)</u>	<u>(7,302)</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers - in	2,157	2,680	2,804
Proceeds from the issuance of debt	-	-	465
Operating transfers - out	(2,157)	(2,680)	(2,804)
OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>465</u>
CHANGE IN FUND BALANCE	(139)	(593)	(6,837)
PRIOR PERIOD ADJUSTMENT	-	18	-
FUND BALANCE - beginning of year	<u>23,148</u>	<u>23,723</u>	<u>30,560</u>
FUND BALANCE - end of year	<u>\$ 23,009</u>	<u>\$ 23,148</u>	<u>\$ 23,723</u>

# Future Pronouncements

## Leases (GASB87)

- Effective for 12/31/22
- Change in how leases are recorded
- May require the recognition of assets/liabilities to reflect the right to use an underlying asset and the accompanying obligation to pay for that use
- Elimination of operating or capital lease concept

# American Rescue Plan

- Preliminary Allocation = \$3,220,000 (a portion of which will belong to Village)
- Two tranches of payments
  - Pmt 1 – by June 11, 2021 and will come from the State
  - Pmt 2 – will be 12 months later
- Uses
  - Revenue losses
  - Water, Sewer, Broadband
  - Assistance to small business or households
  - Premium pay for essential workers

# Thank You!

Big firm capability. Small firm personality.

**THE BONADIO GROUP**

CPAs, Consultants & More

# MEMORANDUM

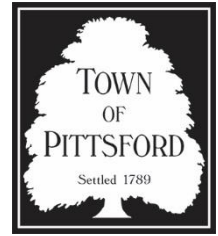
**To:** Town Board

**From:** Brian Luke, Director of Finance

**Date:** April 28, 2021

**Regarding:** Court Financial Review

**For Meeting On:** May 4, 2021



The Uniform Justice Court Act requires that Town Justices annually present their court records and dockets for examination or audit, and that the Town Board acknowledge that this has been done.

The Town's auditor, Bonadio & Co., has reviewed the Justice Court records for fiscal year 2020. There were no findings in its FY20 Court Review.

At this time, I am requesting that the Town Board adopt the following resolution acknowledging that the required review has been conducted.

**Resolved, that the Town Board acknowledges that the required Justice Court financial review, pursuant to Section 2019-a of the Uniform Justice Court Act, has been conducted and filed with the Town Clerk.**

**TOWN OF PITTSFORD, NEW YORK  
JUSTICE COURT**

**Independent Accountant's Report  
On Applying Agreed-Upon Procedures  
For the Year Ended December 31, 2020**

**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

February 5, 2021

To the Town Board of the  
Town of Pittsford, New York:

We have performed the procedures enumerated below, which were agreed to by the Town of Pittsford, New York (the Town), on the transactions of Town Justice John Bernacki, Jr. and Town Justice Robert Shaddock (collectively, the Justices) (the specified parties) for the year ended December 31, 2020. The Town and the Justices' have agreed to and acknowledge that the procedures performed are appropriate to maintain the Town's and the Justices' compliance with the Town Law requirements for the period from January 1, 2020 through December 31, 2020. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Our procedures and findings are as follows:

**Procedure #1**

Complete the Justice Court checklist as documented in Appendix 10 of the New York State Office of the State Comptroller "Annual Checklist for Review of Justice Court Records".

**Findings**

Procedure performed without exception.

**Procedure #2**

Obtain an understanding of the internal accounting controls over the procedures for handling cash and recording transactions through discussions with the Court Clerks.

**Findings**

Procedure performed without exception.

**Procedure #3**

Obtain the bank reconciliations for the Justices' bail and fine accounts for each of three months selected (March, August, and November 2020) and compare to supporting documentation such as original bank statements and outstanding checklists.

**Findings**

Procedure performed without exception.

**Procedure #4**

Obtain a haphazard sample of ten (10) receipts and ten (10) disbursements from each Justice's fine and bail accounts for the year ended December 31, 2020 and compare to supporting documentation such as ticket, casework or monthly report.

**Findings**

Procedure performed without exception.



**Procedure #5**

Obtain a haphazard sample of three (3) transactions of accounts receivable as of December 31, 2020 and compare to supporting documentation.

**Findings**

Procedure performed without exception.

We were engaged by the Town and Justices' to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively on the transactions of each Justice. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Town and Justices' and to meet other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Town, the Town Board, and the Justices and is not intended to be and should not be used by anyone other than those specified parties.

*Bonadio & Co., LLP*

5/4/2021

## **Budget Transfer**

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

That \$1,500.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.3 (Bldg. Capital Improvements – Library) to purchase ADA restroom signage and trash receptacles for the Library per the 2021 budget.

# MEMORANDUM

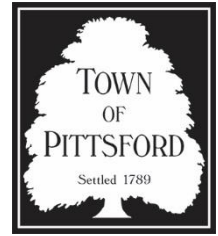
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Burlingame Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Burlingame Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

PRESENT:

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

ABSENT: NONE

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
BURLINGAME REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Burlingame Refuse District," have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Chatham Woods Section J Subdivision, the said proposed District being located in general terms on the streets of Tobey Road and Calkins Road, comprising of 20 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation

to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

---

In the Matter of the Establishment  
of the  
Burlingame Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

---

**PETITION**  
Address:

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Burlingame Refuse District, which proposed district is hereinafter shown on the attached map titled Burlingame Refuse District, do hereby petition your Honorable Board to establish the Burlingame Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

---

*Signature*

---

*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

---

*Notary Public*

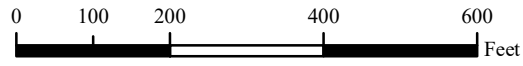
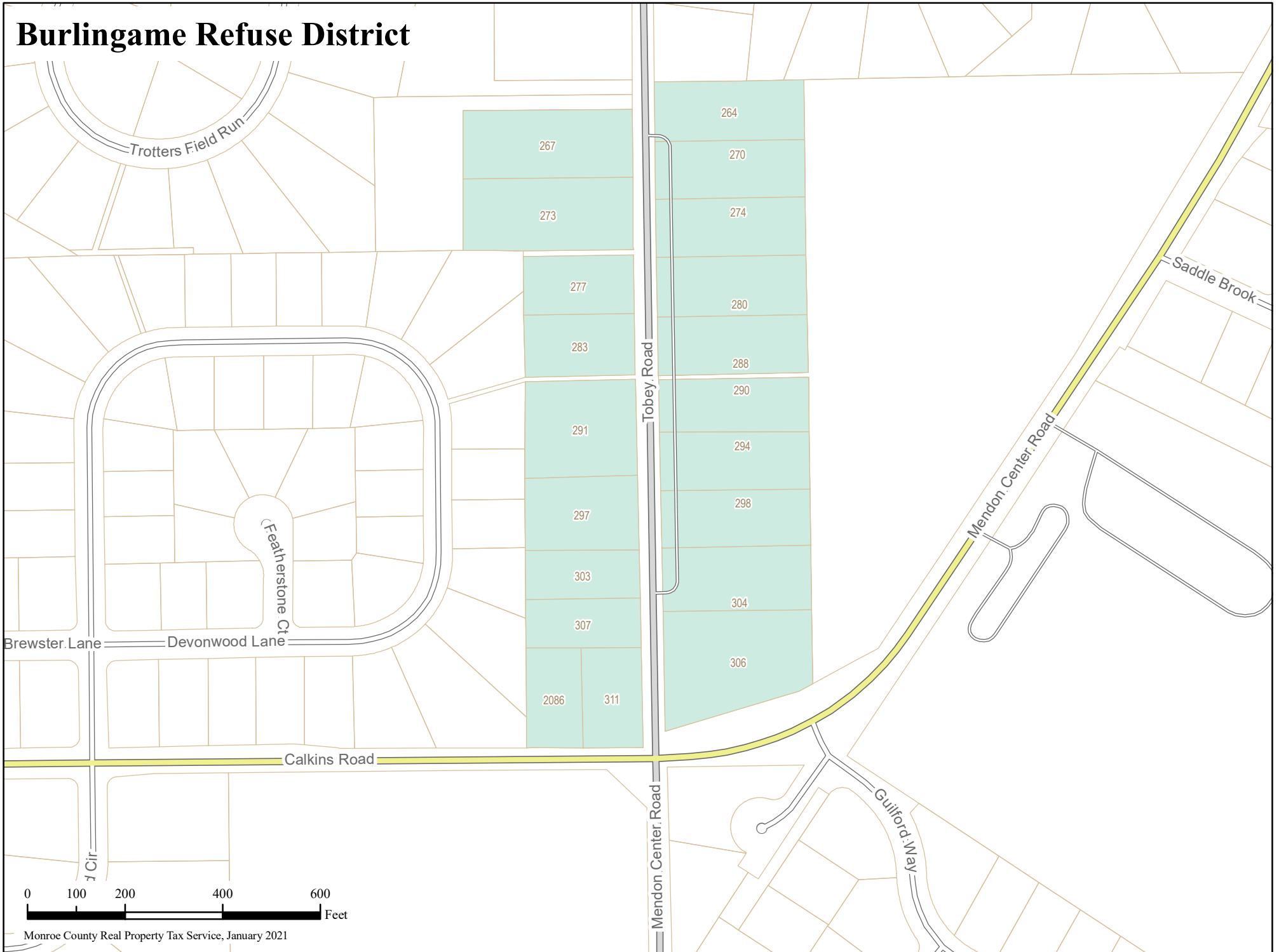
STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

---

*Notary Public*

# Burlingame Refuse District



Monroe County Real Property Tax Service, January 2021

# MEMORANDUM

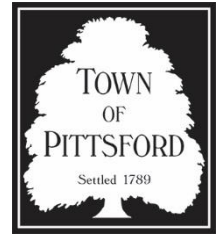
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Cherry Hill Farm Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Cherry Hill Farm Refuse District", as set forth in the written Order.



At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

**PRESENT:**

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

**ABSENT: NONE**

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
CHERRY HILL FARM REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Cherry Hill Farm Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Northfield Hills and Pittsford Valley Subdivisions, the said proposed District being located in general terms on the streets of Bromley Road, Cranston Road, Guilford Way, Northfield Gate, Whitecliff Drive, situated off of Mendon Center Road and Mendon Road, comprising of 135 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested

therein, and for such other and further action on the part of the Town Board with relation to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

---

In the Matter of the Establishment  
of the  
Cherry Hill Farm Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

---

**PETITION**  
Address:

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Cherry Hill Farm Refuse District, which proposed district is hereinafter shown on the attached map titled Cherry Hill Farm Refuse District, do hereby petition your Honorable Board to establish the Cherry Hill Farm Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

---

*Signature*

---

*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

---

*Notary Public*

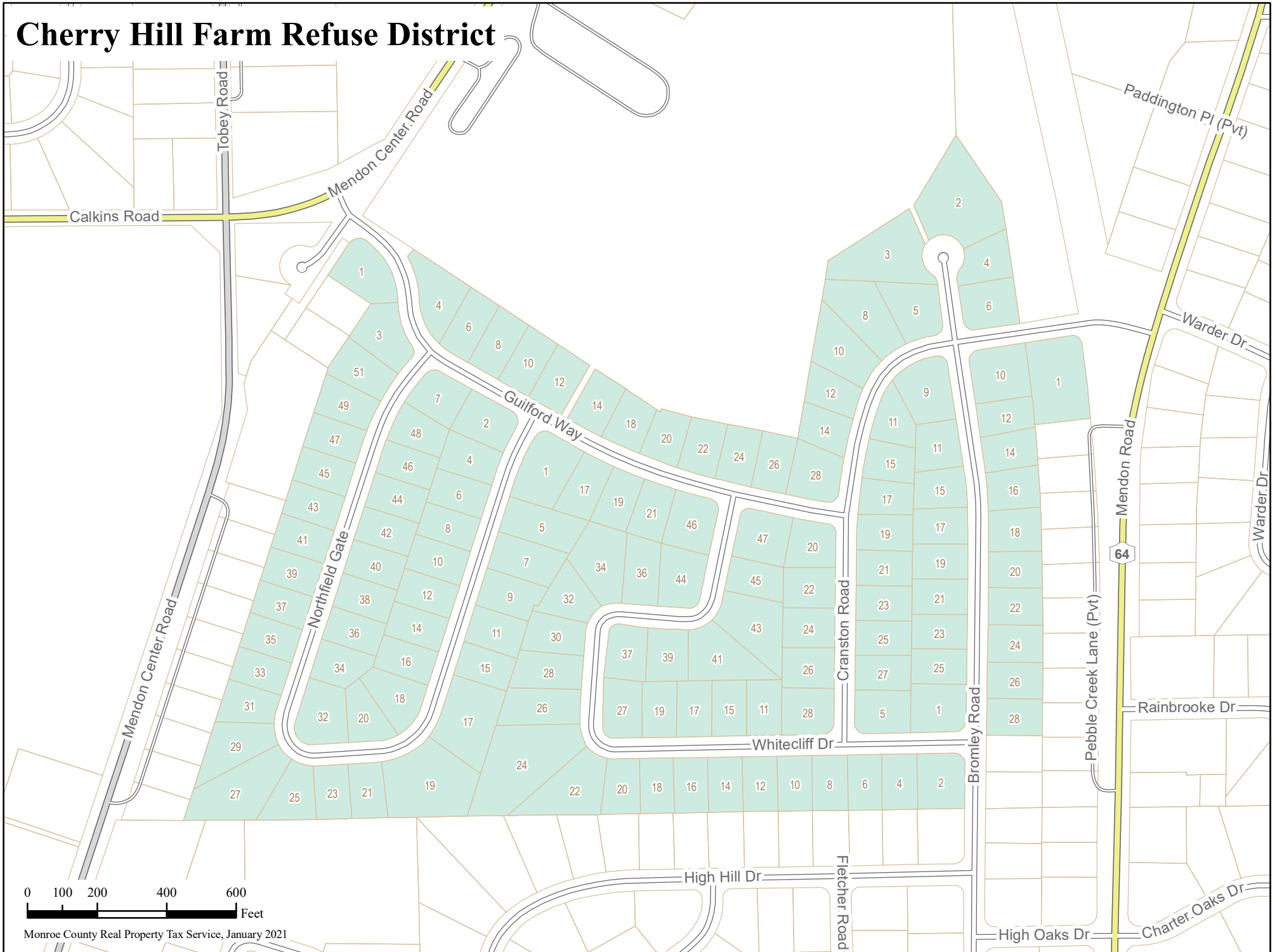
STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

# Cherry Hill Farm Refuse District



0 100 200 400 600 Feet

Monroe County Real Property Tax Service, January 2021

# MEMORANDUM

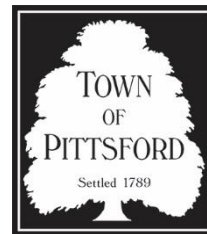
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Evergreen Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Evergreen Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

**PRESENT:**

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

**ABSENT: NONE**

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
EVERGREEN REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Evergreen Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Blue Spruce Subdivision, the said proposed District being located in general terms on the streets of Clover Street and Evergreen Lane, situated on and off of Clover Street, comprising of 12 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation

to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

---

In the Matter of the Establishment  
of the  
Evergreen Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

---

**PETITION**  
Address:

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Evergreen Refuse District, which proposed district is hereinafter shown on the attached map titled Evergreen Refuse District, do hereby petition your Honorable Board to establish the Evergreen Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

---

*Signature*

---

*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

---

*Notary Public*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

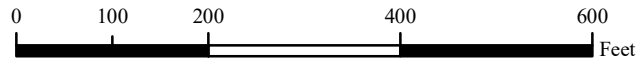
On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*



# Evergreen Refuse District



Monroe County Real Property Tax Service, July 2020

# MEMORANDUM

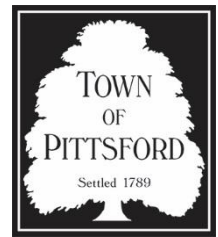
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Ingridshire Estates Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Ingridshire Estates Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

**PRESENT:**

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

**ABSENT: NONE**

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
INGRIDSHIRE ESTATES REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Ingridshire Estates Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Ingridshire Estates Subdivision, the said proposed District being located in general terms on the street of Ingridshire Dr., situated off of Mendon Road, comprising of 13 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation

to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

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In the Matter of the Establishment  
of the  
Ingridshire Estates Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

---

**PETITION**  
Address: **Ingridshire Dr**

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Ingridshire Estates Refuse District, which proposed district is hereinafter shown on the attached map titled Ingridshire Estates Refuse District, do hereby petition your Honorable Board to establish the Ingridshire Estates Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

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*Signature*

---

*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

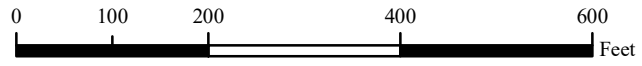
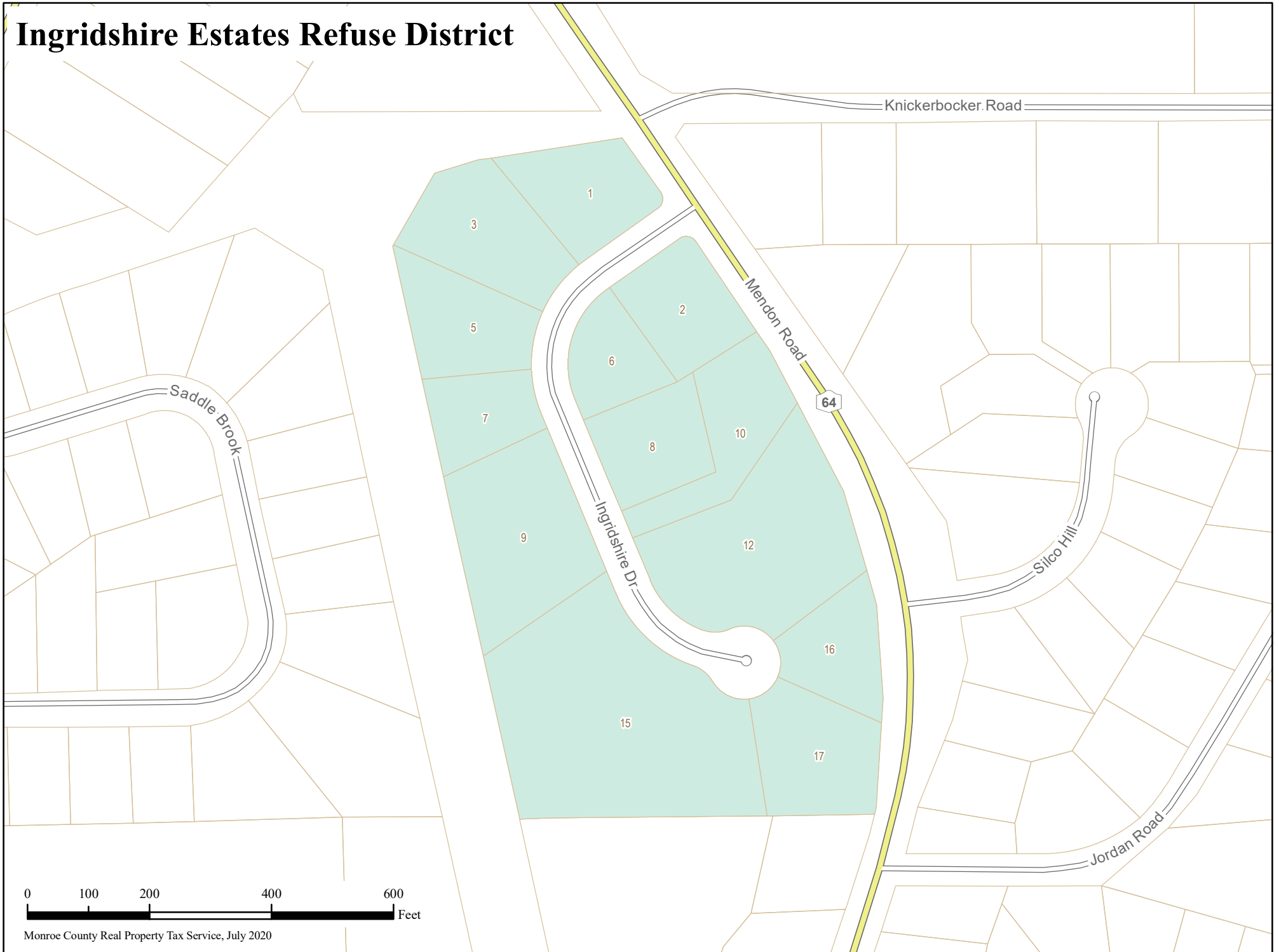
STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

# Ingridshire Estates Refuse District



Monroe County Real Property Tax Service, July 2020

# MEMORANDUM

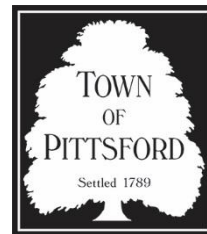
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Pittsford Hills Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Pittsford Hills Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

**PRESENT:**

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

**ABSENT: NONE**

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
PITTSFORD HILLS REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Pittsford Hills Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Pittsford Hills Subdivision, the said proposed District being located in general terms on the streets of Fairport Road, Lochnavar Parkway and Wayside Circle, situated off of Washington Road and Fairport Road, comprising of 57 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation



to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

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In the Matter of the Establishment  
of the  
Pittsford Hills Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

---

**PETITION**  
Address:

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Pittsford Hills Refuse District, which proposed district is hereinafter shown on the attached map titled Pittsford Hills Refuse District, do hereby petition your Honorable Board to establish the Pittsford Hills Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

---

*Signature*

---

*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

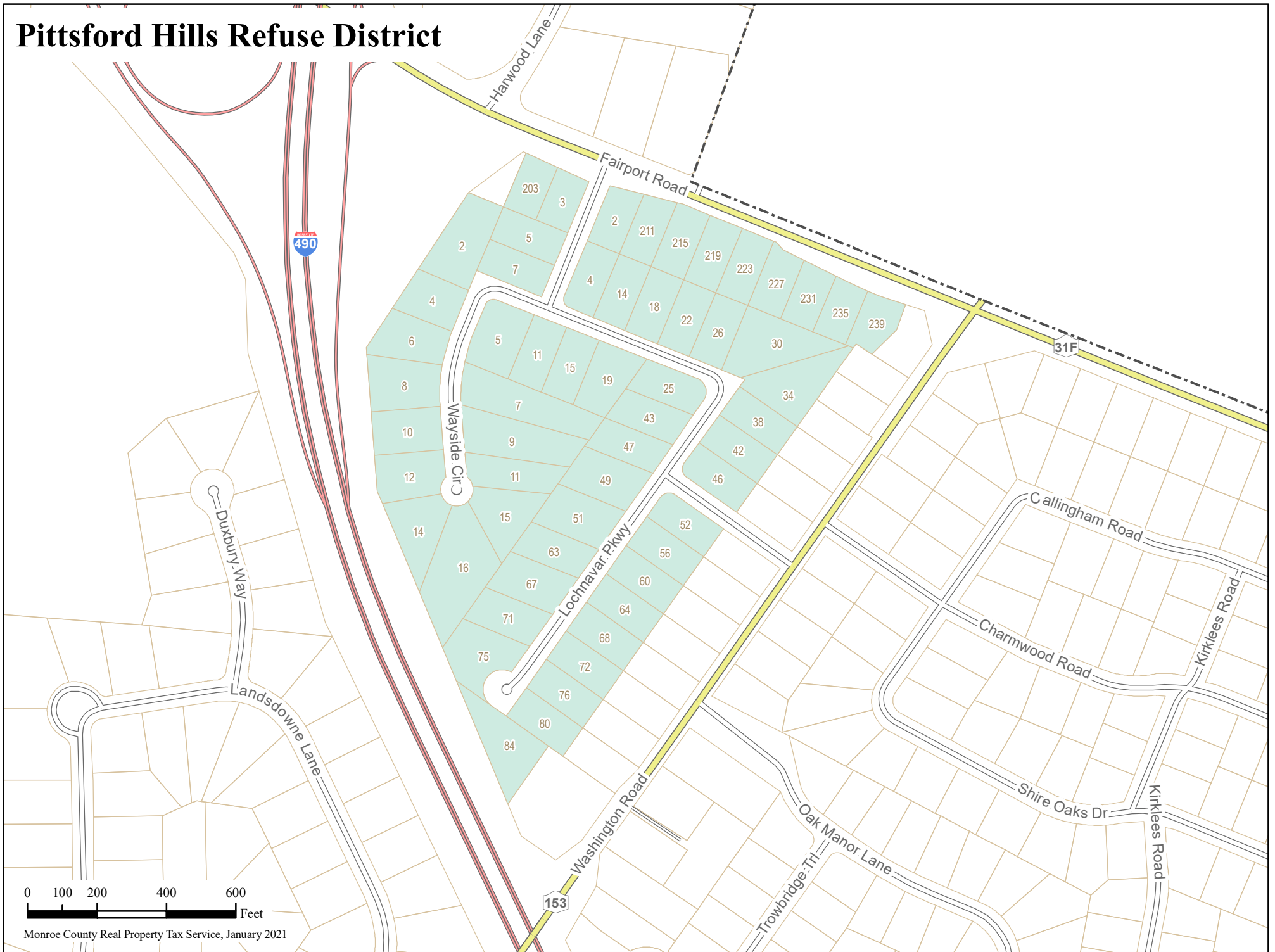
STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

# Pittsford Hills Refuse District



Monroe County Real Property Tax Service, January 2021

# MEMORANDUM

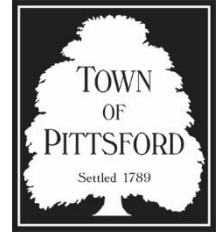
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Saddle Brook Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Saddle Brook Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

PRESENT:

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

ABSENT: NONE

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

---

In the Matter of

THE ESTABLISHMENT OF THE  
SADDLE BROOK REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

---

**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Saddle Brook Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Country Farms Subdivision, the said proposed District being located in general terms on the street of Saddle Brook, situated off of Mendon Center Road, comprising of 33 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation

to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

\_\_\_\_\_  
In the Matter of the Establishment  
of the  
Saddle Brook Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

**PETITION**  
Address:

\_\_\_\_\_  
TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Saddle Brook Refuse District, which proposed district is hereinafter shown on the attached map titled Saddle Brook Refuse District, do hereby petition your Honorable Board to establish the Saddle Brook Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

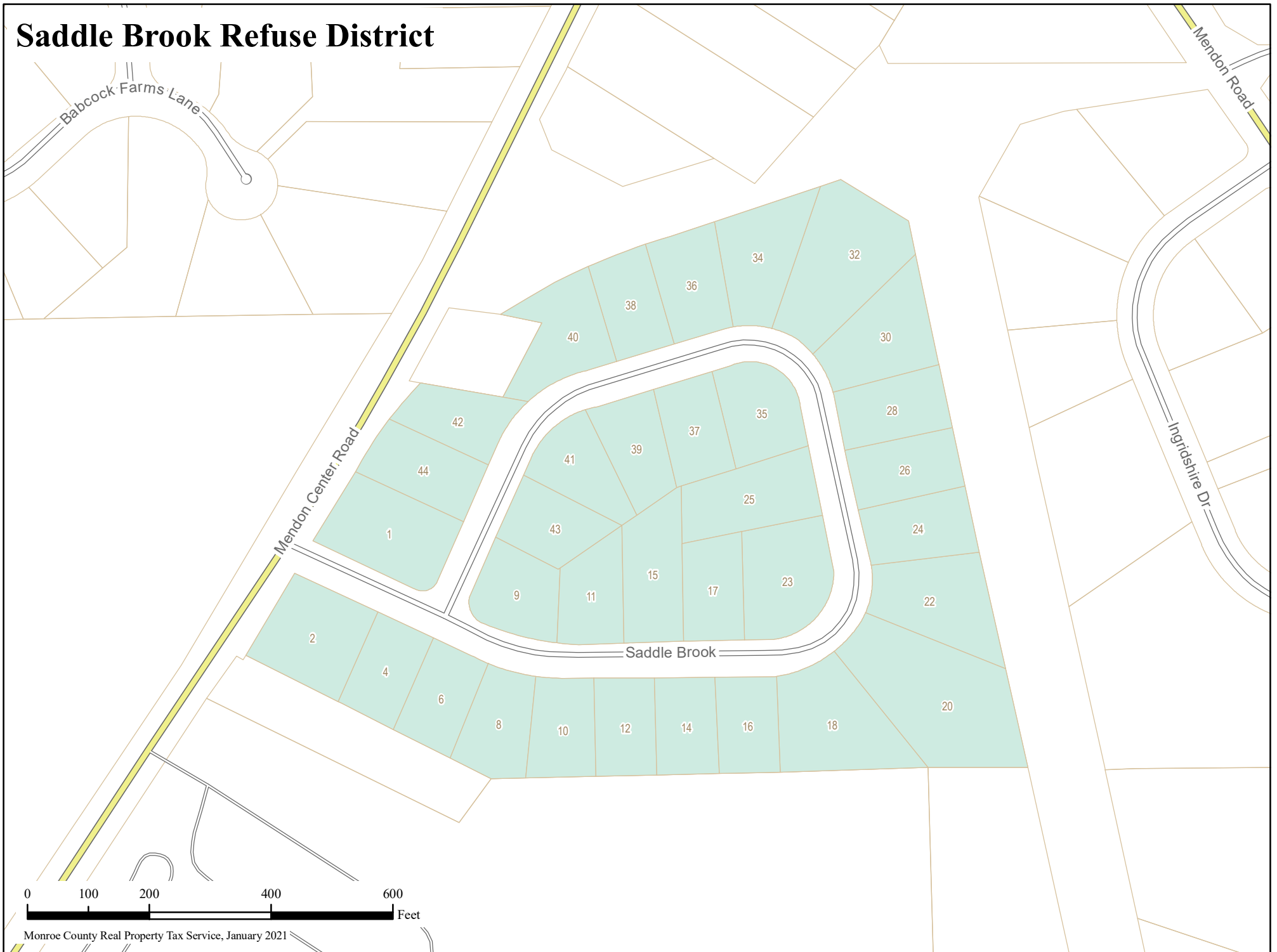
\_\_\_\_\_  
*Notary Public*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
*Notary Public*

# Saddle Brook Refuse District



Monroe County Real Property Tax Service, January 2021



# MEMORANDUM

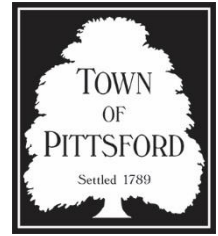
**To:** Pittsford Town Board

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

**Date:** April 29, 2021

**Regarding:** Tobey Estates Refuse District

**For Meeting On:** May 4, 2021



Ladies and Gentlemen:

The Department of Public Works has received Petitions, signed by the required percentage of homeowners affected, for the above proposed Refuse District. The Department is recommending that the Town Board set a public hearing to consider this matter.

Attached are the following:

- Proposed "Order for Hearing"
- A sample Petition for Refuse District, including a map and the addresses for the proposed Refuse District.

The proposed date for the public hearing is June 1, 2021, as is set forth in the proposed Order.

## RESOLUTION FOR ORDER

I move that a Public Hearing be set for June 1, 2021, at 6:00 P.M., local time, to consider the approval of the proposed "Tobey Estates Refuse District", as set forth in the written Order.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held at Pittsford Town Hall, 11 S. Main St., or by electric conference or meeting as permitted by law, in the Town of Pittsford, New York, on the 4<sup>th</sup> day of May, 2021.

PRESENT:

William A. Smith, Jr., Supervisor  
Katherine Bohne Munzinger, Deputy Supervisor  
Kevin S. Beckford, Councilman  
Cathy Koshykar, Councilwoman  
Stephanie Townsend, Councilwoman

ABSENT: NONE

TOWN BOARD  
TOWN OF PITTSFORD

STATE OF NEW YORK  
COUNTY OF MONROE

In the Matter of

THE ESTABLISHMENT OF THE  
TOBEY ESTATES REFUSE  
DISTRICT IN THE TOWN OF  
PITTSFORD, MONROE COUNTY, NEW YORK

**ORDER FOR  
PUBLIC HEARING**

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**WHEREAS**, Petitions, signed by the required percentage of owners of taxable real property situated in the proposed "Tobey Estates Refuse District" have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Refuse District to be located in the Tobey Estates Subdivision, the said proposed District being located in general terms on the streets of Brookwood Road, Skytop Lane, Split Rock Road, Wood Gate, Wood Hill Road and Woods Hole Court, situated off of Tobey Road, comprising of 103 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Refuse Collection Fees to be paid annually by the owner of each home within the District, is in the amount of \$222.26;

**NOW, ON MOTION** duly made and seconded, it is

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, or by electronic conference or meeting as permitted by law, on the 1<sup>st</sup> day of June, 2021 at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested

therein, and for such other and further action on the part of the Town Board with relation to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said 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
Cathy Koshykar	VOTING
Stephanie Townsend	VOTING

The Order was thereupon declared duly adopted.

Dated: May 4, 2021

### **TOWN CLERK CERTIFICATION**

I, Linda M. Dillon, Town Clerk of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the Order 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 May, 2021.

---

Linda M. Dillon, Town Clerk

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In the Matter of the Establishment  
of the  
Tobey Estates Refuse District in the  
Town of Pittsford, County of Monroe, State of New York

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**PETITION**  
Address:

TO THE TOWN BOARD OF THE TOWN OF PITTSFORD  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed Tobey Estates Refuse District, which proposed district is hereinafter shown on the attached map titled Tobey Estates Refuse District, do hereby petition your Honorable Board to establish the Tobey Estates Refuse District to include the real property located within the proposed district, which real property is located in the Town of Pittsford, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Pittsford.

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with expenses of providing the services by the proposed District, shall be assessed, levied and collected, in proportion as nearly as may be to the benefit which each lot or parcel will derive therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: \_\_\_\_\_, 20\_\_\_\_

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*Signature*

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*Signature*

STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

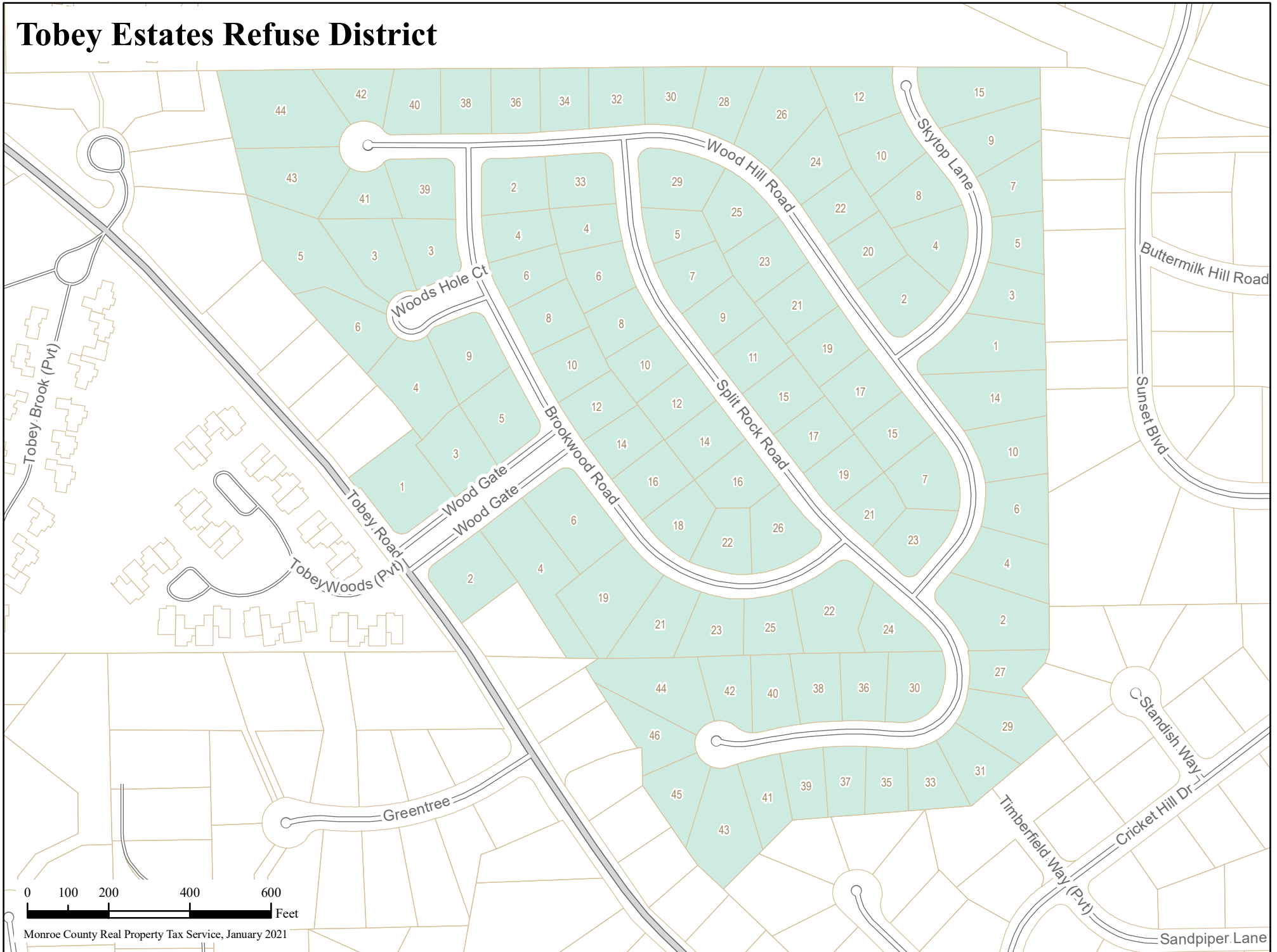
STATE OF NEW YORK)  
COUNTY OF MONROE) ss.:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

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*Notary Public*

# Tobey Estates Refuse District



0 100 200 400 600 Feet

Monroe County Real Property Tax Service, January 2021