

Minutes of the Town Board for December 30, 2020

**TOWN OF PITTSFORD
TOWN BOARD
DECEMBER 30, 2020**

Proceedings of a regular meeting of the Pittsford Town Board held on Wednesday, December 30, 2020 at 10:00 A.M. local time via Zoom.

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

ABSENT: None.

ALSO PRESENT: Staff Members: Spencer Bernard, Chief of Staff; Jessie Hollenbeck, Recreation Director; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert B. Koegel, Town Attorney; and Linda M. Dillon, Town Clerk.

ATTENDANCE: There were approximately seven (7) members of the public in attendance, three (3) additional staff members and an ASL interpreter.

Supervisor Smith called the Town Board meeting to order at 10:00 A.M., and lead participants in the Pledge to the Flag. The Town Clerk noted all members of the Board present.

**LEGAL MATTERS
PUBLIC COMMENTS**

No comments were offered regarding Legal Matters.

REAL ESTATE TAX EXEMPTION – AUTOMATIC RENEWAL FOR 2021 APPROVED

A Resolution that the Town Assessor be directed to grant 2021 renewal exemptions to those Town senior or disabled residents who received exemptions on the 2020 assessment rolls was offered for approval by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

WHEREAS, Real Property Tax Law §§ 459-c and 467 authorize municipalities to partially exempt from taxation real property owned by 1) people with disabilities and limited incomes and 2) people who are 65 years of age or older and with limited incomes; and

WHEREAS, the Town has implemented these state statutory provisions through the adoption of local laws which are codified in Chapter 133, entitled "Taxation," Articles I and VII of the Town Code, and granted partial real estate tax exemptions to qualified owners in accordance with the provisions of the Town Code and state statutory law; and

WHEREAS, New York State Executive Order No. 202.83, issued December 18, 2020, has temporarily suspended or modified subdivisions 7, 7-a, and 8 of section 459-c of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c, and 6 of section 467 of the Real Property Tax Law so as to authorize the Town Board to adopt a resolution directing the Assessor to grant exemptions on the 2021 assessment roll to all property owners who received such exemptions on the 2020 assessment roll, thereby dispensing with the need for renewal applications from such owners and the requirement for the Assessor to mail renewal applications to such owners; provided, however, that the Town Board may authorize the Assessor to require a renewal application to be filed when he believes an owner who qualified for an exemption on the 2020 assessment roll no longer does so; and

WHEREAS, this Board, having considered the circumstances of the pending COVID-19 pandemic and the hardship of those particularly vulnerable owners seeking to renew their tax exemptions in such a perilous environment, concludes that the automatic renewal of exemptions for the 2021 assessment roll as provided under the terms of this resolution is reasonable, appropriate and in the best interests of the Town;

NOW, ON MOTION duly made and seconded, it is

Minutes of the Town Board for December 30, 2020

RESOLVED, that the Pittsford Town Assessor is directed to grant exemptions pursuant to law on the 2021 assessment roll to all property owners who received such exemptions on the 2020 assessment roll, thereby dispensing with the need for renewal applications from such owners and the requirement for the Assessor to mail renewal applications to such owners; and it is further

RESOLVED, that the Assessor may require a renewal application to be filed when he has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died.

FINANCIAL MATTERS

PUBLIC COMMENTS

No comments were offered regarding Financial Matters.

GENERAL RESERVE APPROPRIATION FOR 2021 APPROVED

Finance Director Brian Luke reviewed the proposed General Reserve appropriation for 2021. Following some brief discussion and clarification, a Resolution to approve the appropriation of \$450,000.00 from the General Reserve Fund and transferred to the General Fund to offset the cost of capital purchases scheduled for the FY2021 was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that \$450,000.00 be appropriated from the General Reserve Fund and transferred to the General Fund to offset the cost of capital purchases scheduled for the FY2021; and be it further

RESOLVED, that this Resolution is subject to Permissive Referendum.

HIGHWAY IMPROVEMENT CAPITAL RESERVE APPROPRIATION APPROVED

A brief explanation of the recommended Highway Improvement Capital Reserve Appropriation was given by Finance Director, Brian Luke. Thereafter, Councilmember Townsend made a motion to approve this appropriation, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that \$175,000.00 be appropriated from the Highway Improvement Capital Reserve Fund and transferred to the Part Town Highway Repair Fund per the Adopted 2021 Budget; and be it further

RESOLVED, that this resolution is subject to permissive referendum.

BUDGET TRANSFERS APPROVED

Following clarification and explanation of the proposed transfers by Commissioner of Public Works, Paul Schenkel, a Resolution to approve the recommended budget transfers was offered by Deputy Supervisor Munzinger, seconded by Councilmember Beckford, and voted on by the members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: None

The Resolution was declared carried as follows:

RESOLVED, that the following budget transfers are approved:

That \$150.00 be transferred from 1.1930.4000.1.1 (Judgments & Claims – Expense) to 1.1920.4603.1.1 (Municipal Dues – Assoc. Dues) to cover the increase in Association of Towns annual dues.

That \$18,000.00 be transferred from 1.7110.1009.1.7110 (Parks Seasonal Laborers) to 1.7110.2000.1.7 (Parks Capital Outlay) to finish up remaining Parks projects.

That \$22,000.00 be transferred from 1.1110.1000.1.12 (Justice Court – Salaries) to 1.9050.8000.1.1 (WT – Unemployment) to cover the costs associated with 2020 unemployment.

Minutes of the Town Board for December 30, 2020

That \$5,300.00 be transferred from 2.8020.1000.18.1 (Planning - Salaries) to 2.9060.8000.1.1 (PT – Hospitalization) to cover medical coverages through the end of FY2020.

That \$6,900.00 be transferred 3.7410.1001.1.3 (Library – Salaries) to 3.9050.8000.1.3 (Library – Unemployment) to cover the costs associated with 2020 unemployment.

That \$2,900.00 be transferred from 5.9060.8000.602.4 (Highway PT – Hospitalization) to 5.9050.8000.55.4 (Highway PT – Unemployment) to cover the costs associated with 2020 unemployment.

That \$141,000.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to the WT Equipment Capital Reserve.

That \$39,900.00 be transferred from 2.1990.4000.1.1 (PT – Contingency) to 2.9950.9000.1.1 (PT – Transfer to Capital) and that these funds be transferred to the Highway Improvement Capital Reserve Fund.

END OF THE YEAR VOUCHERS APPROVED

A resolution to approve the proposed remaining outstanding vouchers for 2020 was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the remaining outstanding vouchers for 2020, Voucher Nos. 149720 through 149812 in the amount of \$132,427.55 are approved for payment.

Councilmember Townsend thereafter, requested clarification and explanation on the Expense Report and Revenue Control report, and verifying the figures indicated, noting that we targeted very well for 2020 and kept expenses in line, with the exception of Covid-related items.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No comments were offered regarding Operational Matters.

2021 TOWN BOARD MEETING SCHEDULE APPROVED

Following review and a proposed change in the schedule by Councilmember Townsend to move the September date from September 7 to September 8, respecting the Jewish holiday of Roshanah. Additionally, an error was noted, changing the February 1 date to February 2. Thereafter, a motion was offered by Supervisor Smith, seconded by Councilmember, to approve the Town Board meeting schedule with the proposed changes, and voted on by members as follows: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following 2021 Town Board Meeting Schedule is approved as follows:

2021 Town Board Meeting Schedule

January 5
February 2
March 2

January 19
February 16
March 16

April 6
May 4
June 1
July 6

April 20
May 18
June 15
July 20

Minutes of the Town Board for December 30, 2020

August 3
September 8
October 5
November 3
December 7

August 17
September 21
October 19
November 16
December 21

OTHER BUSINESS

Councilmember Beckford requested that the Board discuss at its next meeting a request made by one resident to recite a "Land Acknowledgment" at the beginning of every Town Board meeting.

Councilmember Townsend inquired regarding the demolition of derelict structures on the south end of Mitchell Road. Fire Marshal and Code Enforcement Officer Kelly Cline explained that the structures are slated for demolition, that the pandemic has delayed the contractors and that it may be necessary at this point to obtain updated quotes.

Councilmember Koshykar congratulated Kelly Cline on her election success as a Fire District Commissioner. Deputy Supervisor Munzinger wished Councilmember Beckford a Happy Birthday.

Councilmember Beckford noted that he will not seek re-election in 2021 and described in general terms his own agenda for the year.

Supervisor Smith thanked all the staff and Town Board for rising to the occasion this past year for the unexpected challenges that came before us, thanking all for working to provide our residents the best of services throughout the pandemic. He wished everyone a Happy New Year and assured residents of the Town's continuing focus on providing the services that residents of Pittsford expect and depend upon.

PUBLIC COMMENTS

Annalise Johnson-Smith offered a comment.

As there was no further business, the Supervisor adjourned the meeting at 10:55 A.M.

Respectfully submitted,

Linda M. Dillon, Town Clerk