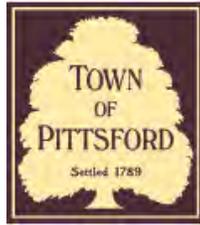


**SUPERVISOR**  
William A. Smith, Jr.



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

**Tuesday, December 15, 2020 – 6:00 pm**  
**Meeting by Online Video with Public Access**

**Page 1 of 2**

**Call to Order**  
**Pledge of Allegiance**

**Minutes**

Minutes of Meeting of November 17, 2020  
Minutes of Meeting of December 2, 2020  
Minutes of Meeting of December 7, 2020

**Legal Matters**

Public Comment  
2021 Pittsford Youth Services Agreement  
2021 Pittsford Animal Hospital Agreement  
2021 Elderberry Express Agreement

**Financial Matters**

Public Comment  
Proposal for GASB 75 Actuarial Services  
Vouchers  
Renewing PERMA Workers Compensation Insurance

**Operational Matters**

Public Comment  
Appointment of Trustees to Library Board  
Landmark Designation Application – East Street Burying Ground  
Snow and Ice Agreement with Town of Brighton for 2020-2021  
Board Discussion: Diversity Training for Town Staff and Planning Board  
Board Discussion: Equity Advisory Board

**Personnel Matters**

Public Comment  
2021 Holiday Schedule  
Hiring Resolution

**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/88921582581?pwd=L3A1YUtYZDMzcUIIUHVXcTh4dTU09T09>

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 889 2158 2581. No password is necessary.

(929) 205-6099	(312) 626-6799
(253) 215-8782	(301) 715-8592
(346) 248-7799	(669) 900-6833

### 3. Comments

#### By E-Mail

- Pittsford residents 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.
- Comments must be accompanied by 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 Pittsford resident 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, residents who don’t have a microphone or who prefer or need to submit a comment in writing can do so by clicking “Chat” in the controls at the bottom of your Zoom window.
- When called upon, beginning with your name and street address please type your message into the chat window, then press “Enter” to send. The Town Clerk will read your message aloud.

Minutes of the Town Board for November 17, 2020

**DRAFT  
TOWN OF PITTSFORD  
TOWN BOARD  
NOVEMBER 17, 2020**

Proceedings of a regular meeting of the Pittsford Town Board held on Wednesday, November 17, 2020 at 6:00 P.M. local time at the Pittsford Community Library, Fisher Meeting Room, 24 State Street.

**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; Linda M. Dillon, Town Clerk, Suzanne Reddick, Assistant to Supervisor, Cheryl Fleming, Director of Personnel, and Shelley O'Brien, Communications Director.

**ATTENDANCE:** There were eleven (11) members of the public in attendance, four (4) additional staff member(s) and an ASL interpreter.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M., and led the Pledge to the Flag. The Town Clerk noted all Town Board members present. Supervisor Smith indicated that the ASL interpreter is present and available and that the meeting is being recorded and will be available to view shortly hereafter with closed-captioning.

**TOWN ATTORNEY KOEGEL – CELL PHONE PROTOCOL DURING MEETINGS**

Town Attorney Koegel reminded the Board that Board Members' cell phones should be kept off the table and out of sight during the meeting.

**PUBLIC HEARING – CONTINUED PROPOSED TOWN BUDGET FOR 2021 - SUPERVISOR'S REVISED BUDGET PRESENTATION**

Supervisor Smith gave a complete presentation of his revised proposed Budget for 2021. The proposed budget would hold the Town tax rate flat, \$3.15 per thousand dollars of assessed value, with no increase.

He noted that the 2021 revised Budget preserves, carries forward and improves essential Town services for residents while keeping the tax rate flat.

The Supervisor reviewed factors that made the revised proposal possible. These include more current information on actual costs in some categories for 2020, producing lower projected costs in the year ahead. They include cuts to some spending proposed in the preliminary budget, to public events, to cost of living increases for employees paid more than \$75,000, and to funding originally proposed to replace furniture in the Library. In addition, the Budget now proposed makes more aggressive use of the Highway Reserve Fund, to pay for repaving and road repair in 2021 from that fund rather than from contemporaneous revenues.

He pointed out that the sole spending increase compared to the preliminary Budget is for Pittsford Youth Services. The Budget now proposed funds PYS at \$61,000 for 2021, exceeding PYS's request and representing an increase of 5.8% year-to-year, with a cumulative increase of 69% since 2017.

In summary, the Supervisor noted that his 2021 revised budget maintains and improves the services that contribute to the quality of life enjoyed by Pittsford residents; that it reinforces his commitment to building stronger neighborhoods, to continual improvement and to services of importance to youth and seniors. He noted that the budget builds upon a longstanding fiscal record that protects taxpayers and reaffirms the Town's commitment to

## Minutes of the Town Board for November 17, 2020

responsible budgetary practices. The revised budget proposal gives Pittsford a budget in full compliance with the New York State Property Tax Cap, with no increase to the tax rate at all.

Supervisor Smith then re-opened the budget hearing. The following people offered comments at the hearing: Jeffrey Lullen, Susan Gould, Xueya Cai, Barbara Baer, Annalise Johnson-Smith, Mark Harrington, Hope Herting, Bruce Parks, Michael Laird, Kathy Sinclaire, Jackie Ebner, Susan Gilday, Lee Fox, Ann Slocomb, Laura Jean Diekmann, and Shannon Cunniffe.

Following all comments, the public hearing was closed and the Town Board discussed the Budget proposal in more detail. Finance Director Brian Luke spoke in response to questions from the Board.

### **2021 BUDGET APPROVED**

A Resolution to approve the Supervisor's revised Town Budget for 2021 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.

**RESOLVED**, that the Town Board approves the Town Budget for 2021.

### **2021 SPECIAL DISTRICT BUDGETS APPROVED**

Thereafter, a Resolution to approve the 2021 Special District Budgets and sewer rent and debt service budgets for the Pittsford Consolidated Sewer District was offered by Deputy Supervisor Munzinger, 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 the 2021 Special District Budgets and sewer rent and debt service budgets for the Pittsford Consolidated Sewer District be approved.

### **MINUTES OF THE OCTOBER 20, 2020 AND NOVEMBER 4, 2020 MEETINGS APPROVED**

A Resolution to approve the Minutes of the October 20, 2020 and November 4, 2020 meetings 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 the Meeting Minutes of the October 20 and November 4, 2020 are approved as written.

### **NOVEMBER VOUCHERS APPROVED**

Following clarification of a few items listed for payment, including Pittsford Sewer District, a cable agreement inquiry and fees for an outside law firm, a resolution to approve the proposed Vouchers was offered 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:

**RESOLVED**, that the November 2020 vouchers No. 148853 through 149367 in the amount of \$1,521,702.23 are approved for payment.

### **OPERATIONAL MATTERS**

#### **PUBLIC COMMENTS**

The following members of the public offered comments: Jeffrey Luellen, Tharaha Thavakumar-Slavin, Annalise Johnson-Smith, Susan Gould, Linda Brisbane, and Jennifer Canning.

**BOARD DISCUSSION: DIVERSITY TRAINING FOR TOWN STAFF AND PLANNING BOARD/ DISCUSSION: EQUITY ADVISORY BOARD**

Town Clerk Linda Dillon addressed the Board on this matter, speaking for herself and for the Town employees.

The Town Board discussed these ideas, proposed by Councilmember Townsend, and responded to some of the public comments relating to them. The Board agreed to continue this discussion at a future meeting.

**PERSONNEL MATTERS  
PUBLIC COMMENTS**

No public comments were offered.

**HIRING RECOMMENDATIONS APPROVED**

A Resolution to approve the salary and status change for an employee was offered 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 following Resolutions were declared carried as follows:

**RESOLVED**, that the Town Board approves the recommended salary/status change for the following employee:

<b>Name</b>	<b>Position</b>	<b>Reason for Change</b>	<b>Salary</b>	<b>Effective Date</b>
Jennifer McCabe	Laborer-FT	Seasonal to FT - replacement	\$17.63	11/16/2020

**OTHER BUSINESS**

The Town Board engaged in conversation with Commissioner of Public Works, Paul Schenkel, about Greenlight expansion in Pittsford. Also, following a brief discussion regarding an accident on Mendon Center Road, Councilmember Townsend suggested drafting a letter to the NYS Department of Transportation requesting a speed reduction on Mendon Center Road. Finally, the Town Board discussed how COVID restrictions that may come could affect the Board's in-person meetings.

**PUBLIC COMMENTS**

Tharaha Thavakumar-Slavin, Sadie Szrama and Phil Szrama offered comments.

As there was no further business, the Supervisor adjourned the meeting at 9:05 P.M.

Respectfully submitted,

Linda M. Dillon, Town Clerk

Minutes of the Town Board for December 2, 2020

**DRAFT  
JOINT MEETING OF  
TOWN OF PITTSFORD TOWN BOARD  
AND  
VILLAGE OF PITTSFORD BOARD OF TRUSTEES  
DECEMBER 2, 2020**

Proceedings of a special joint meeting of the Pittsford Town Board and the Village Board of Trustees was held on Wednesday, December 2, 2020 at 7:00 P.M. local time. The meeting took place with all Board members participating remotely using Zoom.

**TOWN BOARD**

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

**ABSENT:** None.

**VILLAGE BOARD OF  
TRUSTEE MEMBERS**

**PRESENT:** Mayor Robert Corby; Lili Lanphear, Frank Galusha, Daniel Keating, and Renee Stetzer. Trustee Keating subsequently left the meeting before the public hearing opened.

**ABSENT:** None.

**ALSO PRESENT  
FOR THE TOWN:**

Town 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; Linda M. Dillon, Town Clerk, Joy Brown, Technology Director and Shelley O'Brien, Communications Director.

**ALSO PRESENT  
FOR THE VILLAGE:**

Dorothea Ciccarelli, Village Clerk and Jeff Turner, Village Attorney

**ATTENDANCE:** There were forty (40) members of the public in attendance and an ASL interpreter.

Promptly at 7:00 p.m., the meeting was called to order by both the Village and the Town. Supervisor Smith led all present in the Pledge to the Flag.

Mayor Corby proceeded to welcome everyone and stated the purpose of the public hearing and consideration of adoption of the Active Transportation Plan. His introduction included stating that the almost four-year process is actually a culmination of a 20-year effort on behalf of the Village to investigate the issues of traffic calming, walkability and multi-modal transportation. Extradordinary efforts have been done by both the Town and Village in the planning and preparation of this document.

Supervisor Smith observed that the Active Transportation Plan is an undertaking to identify and plan in regard to "non-motorized ways of movement throughout the community", to make it more walkable and conducive to bicycling and to improve safety doing both. He noted that the Plan is the culmination of work by a joint Town-Village Citizens' Committee, the consultant and several public workshops, and also by the ATP Town-Wide Survey and by last year's Pittsford Community Survey that included issues relevant to the Plan. All of these progressively shaped the Plan as the process proceeded. Adopting the plan makes us eligible for grant funding from the state. The Supervisor further indicated that the Town and Village have already moved forward with

## Minutes of the Town Board for December 2, 2020

elements of the plan that have public support, including, for the Town, the East Avenue sidewalk, connecting the Auburn Trail to the Canal towpath as part of the new Nature Preserve, clearing the multi-use trail through the Railroad Mills area, continuing work on the Auburn Trail, re-mapping of all 86 miles of Town trails and the “trails passport” program to increase use of trails as part of promoting a healthy community. In addition, the Town has installed safe crosswalks on Thornell Road and Railroad Mills Road, engaged with Perinton to connect Bushnell’s Basin by trail to Thornell Road, and have worked with the county to replace culverts on Stone Road, being the first step toward completion of the multi-use trail along Stone Road.

Mayor Corby noted that the Active Transportation Plan will be incorporated into the Village’s Comprehensive Plan, which received an award from the upstate chapter of the American Planning Association. He then opened the public hearing on behalf of the Village.

Supervisor Smith opened the hearing on behalf of the Town Board.

### HEARING

The following members of the public offered comments: Pamela Cooper-Vince, Roger Vince, Mark Harrington, Michele Bessette, Fran and Herb Kramer, Karlis Silins, Annalise Johnson, Teague Ruder, Michael Boulay, Lou Pepin, Mark Harrington, Bob Scholl, Justin Vlietstra and Brooke Fossey.

With no other comments offered, both the Village and the Town closed the hearing.

### TOWN AND VILLAGE BOARD DISCUSSION

Discussion and comments ensued thereafter, affording each board member an opportunity to speak regarding the Plan as follows:

**Town Councilmember Stephanie Townsend:** Thanked residents, board members and committee members all for the exceptional work that was completed, offering support for the Plan, with only minor edits that she would like to incorporate into the Plan.

**Trustee Frank Galusha:** Trustee Galusha offered his support for all of the effort put forth by all members of the committee, noting that the plan is very impressive and concise, and hopes that the Town and the Village will continue to work to implement all the recommendations made within the plan.

**Town Councilmember Kevin Beckford:** Offered his support and that it works in concert with the Town’s Comprehensive Plan and helps to fund and execute plans that we have developed. He also suggested that the Town and Village periodically review implementation of the plan.

**Trustee Renee Stetzer:** Trustee Stetzer commented that she worked on this committee initially, as a citizen, and supports the overall vision of the document and knows that there are items that we can build on from this document and supports its adoption.

**Councilmember Kate Munzinger:** Councilmember Munzinger supports adopting the Active Transportation Plan. She thanked all those that worked on this document. She echoed Trustee Stetzer’s comment that this is a vision and we can always improve upon it as we move forward. Additionally, she supports and encourages public input.

**Trustee Lili Lanphear:** Trustee Lanphear expressed her support and belief that this excellent document, its process and the work that was put into it, is an excellent example and demonstration of the responsiveness of the elected officials, having responded to the expressed concerns of the constituents. She noted that their board had made this a priority and organized a venue for them to express their concerns, opinions and suggestions. These opinions, concerns and recommendations were received and acted on to develop this great plan.

**Councilmember Cathy Koshykar:** Councilmember Koshykar stated that she was impressed by the process to develop the plan, noting the engagement of experts and the extensive input from the community. She supports Councilmember Beckford’s recommendation for periodic reports on the progress of any concrete initiatives that are under way and thanked all those that participated in the development of this Plan.

## Minutes of the Town Board for December 2, 2020

**Mayor Robert Corby:** Mayor Corby thanked the Town of Pittsford for the collaborative efforts in working with the Town and noted that he believes it is a much better plan, having it be combined with the Town of Pittsford. He also noted that this plan is a component of the Village Comprehensive Plan, and will be voted on its incorporation into, and will be a part of, the Comprehensive Plan. A commitment has been made to the Village Planning Board, that as staffing time allows, the Village will format the Village portion to ensure that the addendum at portion of the document will appropriately integrated into the main segment of the Plan. Once the Plan is adopted, this document will be a useful tool in negotiations with the New York State Department of Transportation (NYSDOT) for achievements to future projects, goals and/or grant funding. Mayor Corby gave special thanks Trustee Lanphear and Stetzer, as well as the Village Planning Board, for their extensive work on this project.

**Supervisor Bill Smith:** Supervisor Smith also expressed his gratitude to the Village for this successful, collaborative effort. He also thanked all the residents in the community who shared their ideas on how they would like to see this plan come together. He noted that this will shape our community for years to come and will give us more negotiating leverage in working with the State on the many State roads through Pittsford. He expressed hope that this will help us particularly in attaining the goal he's pursued for years, to obtain State approval to install flashing signals at pedestrian crosswalks in the Town.

**Councilmember Townsend:** Councilmember Townsend suggested certain amendments:

- 1) Page 11 – edit to reflect 2019 Comprehensive Plan (it currently states 2009): It was determined that this change already has been included in the 2020 Supplement that is to be adopted as part of the Plan.
- 2) Page 43 – Clover Street – she would like to add the graphic of “Bicycle Issue” on the south end of Clover Street, near Iassac Gordon Nature Park, as this is also an area that needs to be reflected as a Bicycle Issue.
- 3) Page 26 - Add conceptual sidewalk to Allens Creek Road on the Pittsford portion of the Road – to access Allen Creek Elementary School.

**Councilmember Munzinger:** Councilmember Munzinger suggested an amendment:

- 4) Page 26 - Include a conceptual sidewalk on the east side of School Lane, for access to the Jefferson Road Elementary School. This could eliminate the need for a crossing guard in this location for students walking from the east of School Lane on Jefferson Road (Greylock Ridge, Rustic Pines neighborhoods).

## **ACTIVE TRANSPORTATION PLAN ADOPTION BY VILLAGE OF PITTSFORD AND TOWN OF PITTSFORD**

### **VILLAGE OF PITTSFORD ADOPTION RESOLUTIONS**

#### **SEQRA WITH A NEGATIVE DECLARATION ADOPTED BY THE VILLAGE OF PITTSFORD**

Mayor Coby made a motion to approve the SEQRA Resolution, noting the changes made at this evenings meeting are minor and not especially substantive or material in the alteration of the document or SEQRA, all of which are occurring in the Town, and therefore, are not applicable to the SEQR Resolution for the Village.

Trustee Galusha seconded the motion, and the Village Clerk called for the vote by the Board as follows: Ayes: Stetzer, Galusha, Lanphear and Corby. Absent: Keating. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the Town of Pittsford and the Village of Pittsford caused to be prepared a Pittsford Active Transportation Plan consisting of a proposed Pittsford Active Transportation Plan dated January 2019 and a 2020 Supplement thereto; and

WHEREAS, Parts 1, 2 and 3 of the New York State Full Environmental Assessment Form were prepared for the Pittsford Active Transportation Plan and Supplement in accordance with the requirements of NYCRR 617 of the Implementing Regulations for Article VIII of the Environmental Conservation Law; and

## Minutes of the Town Board for December 2, 2020

WHEREAS, the Pittsford Town Board and the Village of Pittsford Board of Trustees were designated as co-lead agencies for SEQRA purposes with regard to the Pittsford Active Transportation; and

WHEREAS, in accordance with the information and materials prepared in connection with Parts 1, 2 and 3 of the New York State Full Environmental Assessment Form, the Town Board of the Town of Pittsford and the Board of Trustees of the Village of Pittsford have issued a Negative Declaration with regard to the adoption of the proposed Pittsford Active Transportation Plan; and

WHEREAS, a Public Hearing on the aforementioned Full Environmental Assessment Forms and the proposed Pittsford Active Transportation Plan was held on the 2nd day of December, 2020.

NOW, THEREFORE, be it resolved that the lead agencies find that the Pittsford Active Transportation Plan will have a beneficial impact on the natural and manmade environment and social and economic conditions of the Village of Pittsford and Town of Pittsford; and

**BE IT RESOLVED**, that the Pittsford Active Transportation Plan is hereby jointly adopted by the Town of Pittsford Town Board and the Village of Pittsford Board of Trustees; and

**BE IT FURTHER RESOLVED**, that the Village of Pittsford Board of Trustees hereby adopts the Pittsford Active Transportation Plan as an amendment to the 2019 Village of Pittsford Comprehensive Plan; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

### **ACTIVE TRANSPORTATION PLAN ADOPTION BY THE VILLAGE OF PITTSFORD**

Thereafter, a motion was made by Mayor Corby, and seconded by Trustee Lanphear, to adopt the Town/Village Active Transportation Plan, with the minor amendments proposed as follows:

#### **Amendments:**

- 1) Page 43 – Clover Street – she would like to add the graphic of “Bicycle Issue” on the south end of Clover Street, near Iassac Gordon Nature Park, as this is also an area that needs to be reflected as a Bicycle Issue.
- 2) Page 26 - Add conceptual sidewalk to Allens Creek Road on the Pittsford portion of the Road – to access Allen Creek Elementary School.
- 3) Page 26 - Include a conceptual sidewalk on the east side of School Lane, for access to the Jefferson Road Elementary School. This could eliminate the need for a crossing guard in this location for students walking from the east of School Lane on Jefferson Road (Greylock Ridge, Rustic Pines neighborhoods).

A unanimous vote of the Board was called as follows: Ayes: Stetzer, Galusha, Lanphear and Corby. Absent: Keating. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the Town of Pittsford and the Village of Pittsford have developed, with their consultant, a proposed Active Transportation Plan dated January 2019 and including a 2020 Supplement (“Pittsford Active Transportation Plan”); and

WHEREAS, the Village of Pittsford intends to adopt the Pittsford Active Transportation Plan as an amendment to the 2019 Village of Pittsford Comprehensive Plan; and

WHEREAS, the Village of Pittsford referred the Pittsford Active Transportation Plan to the Village of Pittsford Planning Board for a Local Waterfront Consistency Review; and

## Minutes of the Town Board for December 2, 2020

WHEREAS, the Village of Pittsford Planning Board determined the Pittsford Active Transportation Plan to be consistent with the Local Waterfront Revitalization Program policy standards and conditions and design guidelines; and

WHEREAS, subsequent to the above-mentioned Planning Board Consistency determination, the 2020 Supplement was modified to eliminate from that Supplement the 2nd recommendation regarding page 78 of the proposed Active Transportation Plan, which recommendation is currently set forth and contained in the 2019 Village of Pittsford Comprehensive Plan and therefore such recommendation is redundant to the proposed amendment to the 2019 Village of Pittsford Comprehensive Plan; and

WHEREAS, the Board of Trustees of the Village of Pittsford and the Pittsford Town Board had previously determined that the adoption of the proposed Pittsford Active Transportation Plan is a type I action pursuant to 6 NYCRR Part 617; and

WHEREAS, the aforementioned Boards have previously determined that a coordinated review of the proposed joint adoption of the Pittsford Active Transportation Plan is appropriate; and

WHEREAS, the Village of Pittsford Board of Trustees and the Pittsford Town Board have either received the concurrence from the other involved agencies that the two Boards act as co-lead agencies for this project or more than 30 days has elapsed since notification of lead agency status was provided to such agencies; and

WHEREAS, pursuant to 6 NYCRR Part 617, the Board of Trustees of the Village of Pittsford and the Town Board of Pittsford have reviewed Part 2 of the Full Environmental Assessment Form to determine whether the project will have a significant impact on the environment; and

WHEREAS, pursuant to Article VIII of the Environmental Conservation Law and the regulations adopted pursuant thereto by the Department Environmental Conservation to wit: 6 NYCRR Part 617, the Board of Trustees of the Village of Pittsford and the Pittsford Town Board as co-lead agencies have determined that the action will not have a significant adverse impact on the environment and will not cause a significant adverse impact on the environment and therefore the preparation of an Environmental Impact Statement is not required.

WHEREAS, there was a Public Hearing on December 2, 2020 regarding the Active Transportation Plan and Supplement.

**NOW, THEREFORE**, be it resolved by the Board of Trustees of the Village of Pittsford as follows:

1. The Board of Trustees of the Village of Pittsford hereby adopts the answers to the questions set forth on Part 2 of the Full Environmental Assessment Form which is annexed hereto, and based upon that Full Environmental Assessment Form and the criteria set forth in 6 NYCRR Part 617, this Board makes the following findings:
  - A. The proposed Action constitutes a type I action pursuant to 6 NYCRR Part 617 and therefore a coordinated review is required.
  - B. The Board of Trustees of the Village of Pittsford and the Pittsford Town Board are co-lead agencies for this project.
  - C. No potentially significant adverse impacts on the environment are noted on Part 2 of the Full Environmental Assessment Form, none were identified by any of the involved agencies and none are known to this Board.
2. The determination that a Negative Declaration be issued for the project as more fully set forth on Part 3 of the Full Environmental Assessment Form is hereby adopted by the Board of Trustees of the Village of Pittsford.
3. The Village Clerk for the Village of Pittsford is hereby directed to file in the Village Clerk's office the Negative Declaration set forth on Part 3 of the Full Environmental Assessment Form.
4. The Village Clerk is hereby directed to cause the Negative Declaration to be served on each of the other involved agencies.
5. The Village Clerk is directed to cause to be published the Negative Declaration in the Environmental News Bulletin.
6. All subsequent notices concerning this project shall note that the Board of Trustees of the Village of Pittsford and the Pittsford Town Board have issued a Negative Declaration.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

## TOWN OF PITTSFORD ADOPTION RESOLUTIONS

## Minutes of the Town Board for December 2, 2020

### **SEQRA WITH A NEGATIVE DECLARATION ADOPTED BY THE TOWN OF PITTSFORD**

Immediately thereafter, Supervisor Smith, offered a motion to adopt a Negative Declaration for SEQRA, seconded by Councilmember Townsend, and voted on by the Board as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, through a series of meetings with residents and business owners of the area, the Town and the Village, with assistance from its Planning Consultant, Ingalls Planning & Design, developed a proposed Pittsford Active Transportation Plan, dated January 2019, including a 2020 Supplement (the "Pittsford Active Transportation Plan"), which outlines a joint master plan for active transportation within the Town and Village; and

WHEREAS, following receipt and review of the proposed Pittsford Active Transportation Plan, a joint public hearing of the Town Board and Village Board was held on the 2nd day of December, 2020, to review the proposed Pittsford Active Transportation Plan, receive public comments and determine whether such Plan should be adopted by the Town Board; and

WHEREAS, the proposed action of adopting the Pittsford Active Transportation Plan is a Type I SEQRA action pursuant to [6 NYCRR § 617.4\(b\)\(1\)](#); and

WHEREAS, a Full Environmental Assessment Form has been prepared for the proposed action;

NOW, THEREFORE, be it

**RESOLVED**, that the Town Board finds that based upon the information included in the Full Environmental that the Town Board finds that based upon the information included in the Full Environmental Assessment Form and the criteria contained in [6 NYCRR § 617.7](#), the Town Board and the Village Boards are the Co-Lead Agencies for SEQRA review of the proposed action; and be it further

**RESOLVED**, that copies of the Pittsford Active Transportation Plan were made available to the Interested Agencies and the public during the review process for the proposed Plan; and be it further

**RESOLVED**, that the Town Board, having reviewed the full environmental assessment form, and the Town Board having taken a "hard look" at potential adverse environmental impacts of the proposed Pittsford Active Transportation Plan, and having given this matter due deliberation and consideration, finds that the proposed Pittsford Active Transportation Plan will not have a significant adverse impact on the environment; and be it further

**RESOLVED**, that the Town Board hereby issues a Negative Declaration for the act.

### **ACTIVE TRANSPORTATION PLAN WITH AMENDMENTS ADOPTED BY THE TOWN OF PITTSFORD**

Thereafter, a motion was made by Supervisor Smith, and seconded by Councilmember Beckford, to adopt the Town/Village Active Transportation Plan, with the minor amendments proposed as follows:

#### **Amendments:**

- 1) Page 43 – Clover Street – she would like to add the graphic of "Bicycle Issue" on the south end of Clover Street, near Iassac Gordon Nature Park, as this is also an area that needs to be reflected as a Bicycle Issue.
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## Minutes of the Town Board for December 2, 2020

A unanimous vote of the Board was called as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

WHEREAS, through a series of meetings with residents and business owners of the area, the Town and the Village, with assistance from its Planning Consultant, Ingalls Planning & Design, developed a proposed Pittsford Active Transportation Plan, dated January 2019, including a 2020 Supplement (the "Pittsford Active Transportation Plan"), which outlines a joint master plan for active transportation within the Town and Village; and

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to § 30(6) of the Town Law, a notice of public hearing to the effect that the Town Board and Village Board would hold a joint public hearing on the 2nd day of December, 2020 on the proposed Pittsford Active Transportation Plan: and

WHEREAS, the said joint public hearing was duly held on the 2nd day of December, 2020, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of the proposed Pittsford Active Transportation Plan; and

WHEREAS, the Town Board and the Village Board, as co-lead agencies, have determined that the proposed Pittsford Active Transportation Plan is a Type I action pursuant to 6 NYCRR Part 617 of the State Environmental Quality Review Act, and have previously determined that the proposed action will not have a significant adverse impact on the environment; and

WHEREAS, it was the decision of the Town Board that the proposed Pittsford Active Transportation Plan should be adopted.

**NOW**, on a motion duly made and seconded, it was

**RESOLVED**, that the proposed Pittsford Active Transportation Plan be adopted by the Town Board of the Town of Pittsford, New York.

As there was no further business to discuss, the meetings of both Boards both adjourned at 8:30 P.M.

Respectfully submitted,

Linda M. Dillon, Town Clerk

Minutes of the Town Board for December 7, 2020

**DRAFT  
TOWN OF PITTSFORD  
TOWN BOARD  
DECEMBER 7, 2020**

Proceedings of a regular meeting of the Pittsford Town Board held on Monday, December 7, 2020 at 8:00 A.M. local time via Zoom.

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

**ABSENT:** Kevin Beckford.

**ALSO PRESENT:** Staff Members: Spencer Bernard, Chief of Staff; Brian Luke, Finance Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk, Shelley O'Brien, Communications Director and Joy Brown, Technology Director.

**ATTENDANCE:** There were two (2) members of the public in attendance, one (1) additional staff member and an ASL interpreter.

Supervisor Smith called the meeting to order at 8:00 A.M., and led in the Pledge to the Flag. The Town Clerk noted four (4) Town Board members present and one absent, Councilmember Beckford. Supervisor Smith indicated that the ASL interpreter is present and available.

Supervisor Smith indicated that it was necessary to meet this morning to consider an Intermunicipal Agreement between the Town and Monroe County, in order to obtain reimbursement funds from the county for COVID-19 CARES Act funding. Finance Director, Brian Luke, gave a brief explanation and answered questions from the Board regarding the funding, indicating that the funding does not cover any payroll expenses. The Town has submitted a request for approximately \$84,000 in funding to cover equipment and supplies, such as PPE equipment, plexiglass, etc.

Thereafter, Supervisor Smith offered a motion to approve the Intermunicipal Agreement with Monroe County, 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:

WHEREAS, this Board has received a proposed written Intermunicipal Agreement between the Town and the County of Monroe for the distribution of funds under the federal Coronavirus Aid, Relief and Economic Security ("CARES") Act; and

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

NOW, ON MOTION duly made and seconded, it is

**RESOLVED**, that the proposed "Intermunicipal Agreement", for the distribution of CARES funds from the County to the Town, is hereby approved, and the Town Supervisor is hereby authorized to sign such Agreement.

As there was no further business, the Supervisor adjourned the meeting at 8:10 A.M.

Respectfully submitted,

Linda M. Dillon, Town Clerk

# MEMORANDUM

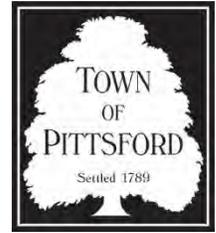
To: Town Board Members

From: Robert B. Koegel

Date: December 11, 2020

Regarding: Pittsford Youth Services Agreement

For Meeting On: December 15, 2020



Ladies and Gentlemen:

Attached please find a copy of a proposed Agreement with Pittsford Youth Services. This is a renewal of the Town's annual Agreement with the agency, which provides counseling and referral services for residents of the Town, and includes an annual fee to the agency, payable by the Town, for the agency's services.

The proposed Agreement is the same as the Agreement for 2020, except for the dates and the support of PYS for 2021, which will increase from \$57,671.00 to \$61,000.00.

In the event the Board decides to take action on this matter, I suggest the following Resolution:

**I move that the Town Supervisor be authorized to enter into and sign the proposed Agreement with Pittsford Youth Services for calendar year 2021.**

## SERVICE AGREEMENT

THIS AGREEMENT, made as of the 1<sup>st</sup> day of January, 2021 by and between the TOWN OF PITTSFORD, NEW YORK, a municipal corporation having its offices at 11 South Main Street, Pittsford, New York 14534 (hereinafter referred to as “Town”), and PITTSFORD YOUTH SERVICES, INC., a domestic not-for-profit corporation, with offices at 4 South Main Street, Pittsford, New York 14534 (hereinafter referred to as “Agency”).

WHEREAS, the Agency has offered to perform certain counseling and referral services for residents of the Town of Pittsford; and

WHEREAS, the Town is desirous of using Agency’s services and to compensate the Agency therefor,

NOW, THEREFORE, it is mutually agreed by and between the Town and Agency as follows:

### A. Town’s Responsibilities

1. The Town will pay the Agency the annual sum of Sixty-One Thousand Dollars (\$61,000.00) for the year 2021, payable in twelve (12) consecutive monthly installments, beginning January 2021, for the Agency’s said services.

### B. Agency’s Responsibilities

1. The Agency will provide Town residents individual and family counseling and support; information about, and referrals to, outside service agencies; counseling and emergency housing referral for runaways and homeless youths; and group activities, workshops and training for youths, parents and professionals.
2. The Agency will complete forms requested by Monroe County in order for the Town to secure grant funds.
3. In the event the Agency replaces its Executive Director of Administration and/or Executive Clinical Director, the Agency shall involve the Town Board’s Liaison to the Agency in the selection process.
4. Any other employees of the Agency shall be subject to the Director’s approval and not Town approval, except that, to further preserve the confidentiality of the persons served, the parties agree that Agency employees shall not also be Town employees unless both parties have given advance approval of such employment.
5. The Agency shall supply to the Town Supervisor monthly reports showing the services rendered by the Agency for the preceding month. The identification of persons served and any other confidential material shall not appear in said reports. The reports shall be due within two (2) weeks after the end of the month.
6. The Agency agrees to maintain adequate financial records, to be audited annually by a certified public accountant to the extent required by law, and the report of such audit shall be submitted to the Town’s Director of Finance upon completion.
7. The Agency agrees to defend, indemnify and hold the Town harmless from any and all claims based in whole or part on the Agency’s provision of services under this agreement. The Agency

shall maintain a general liability insurance policy in the amount of at least \$1,000,000.00, which shall include the Town as an additional insured and shall provide to the Director of Finance a Certificate of such insurance.

- 8. The Agency will maintain Workers' Compensation and Unemployment Insurance as required by New York State law.
- 9. The Agency may receive funding from any other legitimate sources, including contributions from those who avail themselves of its services.
- 10. The Agency agrees that its services will be rendered without regard to color, race, creed, gender, national origin, sex or disability.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

PITTSFORD YOUTH SERVICES, INC.

TOWN OF PITTSFORD, NEW YORK

By: \_\_\_\_\_

By: \_\_\_\_\_

Jill Harter Lennox  
Executive Director of Administration

William A. Smith, Jr.  
Town Supervisor

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

On the \_\_\_\_ day of December, 2020 before me, the undersigned, a Notary Public in and for said State, personally appeared William A. Smith, Jr., personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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

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

On the \_\_\_\_ day of December, 2020 before me, the undersigned, a Notary Public in and for said State, personally appeared Jill Harter Lennox, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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

# MEMORANDUM

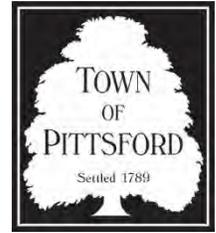
To: Town Board Members

From: Robert B. Koegel

Date: December 11, 2020

Regarding: Pittsford Animal Hospital Agreement

For Meeting On: December 15, 2020



Ladies and Gentlemen:

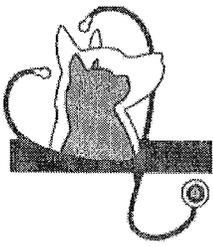
Attached is a copy of a proposed agreement with the Animal Hospital of Pittsford for boarding and veterinary services involving stray animals. This is a renewal of an arrangement we have had with the Pittsford Animal Hospital for many years and will run through December 31, 2021.

There are no changes to the terms of the contract itself, although there are increases in the fees set forth in the schedule of fees marked as Enclosure 1. These fees are charged back to the owner as part of the impound and seizure fees, and are paid by the owner to the Town of Pittsford prior to the release of the animal.

Our Dog Control Officer, Carolyn Casey, has recommended renewal of this arrangement.

## **RESOLUTION**

I move that the Town Supervisor be authorized to execute the proposed agreement with the Animal Hospital of Pittsford for boarding and veterinary services involving stray animals.



Animal Hospital of Pittsford  
2816 Monroe Avenue  
Rochester, NY 14618  
-----  
Telephone (585) 271-7700  
Fax (585) 244-7287  
www.pittsfordvet.com

Hospital Director:  
Todd Wihlen, DVM

November 20, 2020

**SUBJECT: Proposal for the boarding of stray animals and professional veterinary services for the Town of Pittsford.**

The following proposal is submitted by Animal Hospital of Pittsford to provide leased space for shelter to animals under contract with the Dog Control of the Town of Pittsford.

1. The contract will be for one year ending **December 31, 2021**.
2. The Animal Hospital of Pittsford will provide shelter for stray or injured animals picked up by the Pittsford Dog Control. The number of animals sheltered at one time will not exceed eight without specific approval of the Hospital Director.
3. Animals placed in the shelter will be provided food, water and exercise on a scheduled basis. Medical treatment will be administered under the supervision of the hospital veterinarians as approved by the Dog Control Officer, Carolyn Casey.
4. All animals placed in the shelter will receive a routine physical evaluation by a Licensed Veterinary Health Technician. Any problems identified will be brought to the attention of the Dog Control Officers. Immediate emergency care will be provided for any animal in critical condition or experiencing undue suffering at the veterinarian's discretion. In these cases the Dog Control Officer shall be notified for further instructions as soon as possible.
5. Animals with serious medical problems must be treated for their problems to remain in the shelter. The Hospital Director is the final authority in this matter. Any animal which is deemed in need of treatment and for which treatment is declined must be removed from the hospital within 24 hours following the notification of the Dog Control Officer.
6. All communication with the public will be handled through the Pittsford Dog Control. This will include initial lost dog inquiries, injured animal inquiries and adoption. The hospital will release animals to owners or adoptees only on direct instruction from the Dog Control Officers.
7. Emergency care for animals picked up after the hospital is closed will be handled by the Veterinary Specialists and Emergency Service at 825 White Spruce Blvd. **However, all strays must be picked up from Veterinary Specialists and Emergency Service and transferred to Animal Hospital of Pittsford by 10AM on the first morning that Animal Hospital of Pittsford is open for business.** Well animals picked up by the town may be brought to Pittsford Animal Hospital for impounding on Sundays and holidays when a kennel worker is present to admit the Animal Control Officer to the hospital.
8. All fees will be collected by the Pittsford Dog Control before release of any animals. Fees collected will include charges for vaccinations and medical or surgical treatment.

9. A schedule of fees is attached as enclosure 1.

10. The Town of Pittsford will be billed by Animal Hospital of Pittsford for services rendered on a monthly basis.

11. All adoptable animals, not claimed, are to be transferred by the Animal Control Officer to Lollypop Farm or a shelter/rescue group in accordance to New York State Law.

**ENCLOSURE 1**

**SCHEDULE OF FEES FOR PROFESSIONAL SERVICES**

Leased space and proposed fees for the boarding of stray animals and professional veterinary services for the Town of Pittsford.

- 1) Sheltering animal to include caging, food, limited exercise and initial evaluation by a licensed Animal Health Technician calculated per day.

Dogs--**\$29.00** per calendar day at Veterinary Specialists and Emergency Service  
Cats--**\$18.00** per calendar day at Veterinary Specialists and Emergency Service

Dogs--**\$18.00** per calendar day at Animal Hospital of Pittsford  
Cats--**\$10.00** per calendar day at Animal Hospital of Pittsford

Flea Treatment with Capstar: **\$6.00**  
Rabies Vaccination: **\$20.00**

- 2) Emergency care at the Veterinary Specialists and Emergency Service, with Dog Control Officer having direct access to the facility, with a veterinarian available in residence at Veterinary Specialists & Emergency Service 24 hours a day including all weekends and holidays, physical examinations, and recommendations for further diagnosis and treatment.

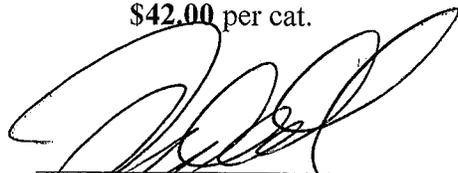
Emergency exam--**\$55.00**  
Further medical care at standard hospital fees less 20% professional services discount.

- 3) Minimal life support will have to be determined on a per case basis dependent on the extent of injuries in need of immediate medical attention. In all cases, Pittsford Animal Control will be notified immediately of the anticipated expenses.

If paid for by owners - standard hospital charges  
If paid for by Town - less 20% professional services discount of standard hospital fees.

**Fees for Euthanasia**

- 1) A standard fee of **\$24.00** will be charged for all animals euthanized at the Town of Pittsford's request, regardless of size.
- 2) The Town of Pittsford will handle all disposals of bodies. If the town wishes, the Animal Hospital of Pittsford will provide cremation services for a fee of **\$ 68.00** per dog and **\$42.00** per cat.

  
\_\_\_\_\_  
Dr. Todd Wihlen, President  
Monroe Veterinary Associates

\_\_\_\_\_  
Town Supervisor  
William A. Smith

# MEMORANDUM

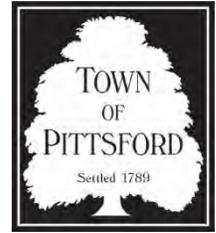
To: Town Board Members

From: Robert B. Koegel

Date: December 11, 2020

Regarding: Elderberry Express, Inc. Agreement

For Meeting On: December 15, 2020



Ladies and Gentlemen:

Attached please find a copy of a proposed Agreement with Elderberry Express, Inc. This is a renewal of the Town's annual Agreement with the corporation, which provides senior citizen transportation services for residents of the Town.

The Agreement provides for payment by the Town of an annual subsidy to Elderberry Express, Inc. in the amount of \$7,500.00, which is in the 2021 budget. This amount is identical to the annual payments we made for the years 2009 through 2020.

The Agreement also refers to the minimum of 100 square feet of office space we provide to Elderberry Express at the Senior Center, and that "Profit and Loss" reports from Elderberry Express will be provided to the Supervisor on a quarterly basis.

## **RESOLUTION**

I move that the Town Supervisor be authorized to enter into and sign the proposed 2021 Agreement with Elderberry Express, Inc.

# AGREEMENT

THIS AGREEMENT, made as of the 1st day of January, 2021 by and between the TOWN OF PITTSFORD, NEW YORK, a municipal corporation having its offices at 11 South Main Street, Pittsford, New York 14534 ("Town"), and ELDERBERRY EXPRESS, INC., a domestic not-for-profit corporation with offices at 3750 Monroe Avenue, Pittsford, New York, ("Express").

WITNESSETH:

WHEREAS, Express has offered to perform certain services for the people of the Town in relation to the project known as the Elderberry Express; and

WHEREAS, the Town Board, by Resolution, has authorized an Agreement with Express to support said services,

NOW, THEREFORE, it is mutually agreed by and between the Town and Express as follows:

1. In consideration of the sum of \$7,500.00, to be paid in equal quarterly installments by the Town to Express, Express agrees for the year 2021 to provide transportation services to Pittsford senior citizens who find it difficult or impossible to use public or private transportation. As a result of the synergy of the operations of Express and the Pittsford Senior Center, the Town will also provide to Express the use of office space of a minimum of 100 square feet at the Pittsford Senior Center. The Town's only obligations shall be to provide the funding and office space as set forth in this Agreement. Under no circumstances shall the Town assume Elderberry Express's obligation to transport any citizens.

2. This Agreement is subject to specific conditions, as follows:

- A. Express shall provide to the Town Supervisor, for review on behalf of the Town, quarterly "Profit & Loss" reports.
- B. The Town shall have the ongoing authority to evaluate the program of Express covered by this Agreement and if the monthly reports or the performance of Express are not such as to constitute a reasonable achievement of the goals set forth, in the opinion of the Town Board, it reserves the right to cancel this Agreement at any time and to terminate all obligations of the Town to make payment to Express;

- C. Express shall provide to the Town any additional financial records as the Town may be deem necessary for the purpose of performing a fiscal audit and shall submit to the Town an annual financial report; and
- D. Express agrees that eligibility for participation in the project will not be based on color, race, gender, creed, sex, national origin or disability, nor shall fees be charged. Donations may be accepted by Express.

3. All expenditures by Express that are to be reimbursed must be made in accordance with New York State law.

4. Express agrees to maintain all required Workers' Compensation and Unemployment Insurance as required by New York State law.

5. Express shall maintain the Town as a named insured on an automobile liability policy the limits of which are at least \$250,000.00 per person/\$500,000.00 per occurrence for personal injury and \$100,000.00 property damage, per occurrence, and agrees to defend, indemnify and hold the Town harmless from any and all claims based in whole or part on Express's provision of services under this Agreement.

IN WITNESS WHEREOF, the parties have set their respective hands and seals the date first have written.

TOWN OF PITTSFORD, NEW YORK

By: \_\_\_\_\_  
William A. Smith, Jr., Supervisor

ELDERBERRY EXPRESS, INC.

By: \_\_\_\_\_  
James M. Gaze, President

STATE OF NEW YORK)  
COUNTY OF MONROE) SS:

On the \_\_\_ day of December, 2020, before me, the undersigned, a Notary Public in and for said State, personally appeared James M. Gaze, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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Notary Public

STATE OF NEW YORK)  
COUNTY OF MONROE) SS:

On the \_\_\_ day of December, 2020, before me, the undersigned, a Notary Public in and for said State, personally appeared William A. Smith, Jr., Supervisor, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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Notary Public

# MEMORANDUM

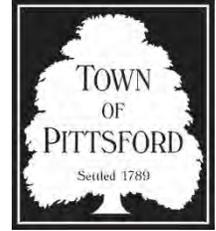
To: Town Board

From: Brian Luke

Date: December 8, 2020

Regarding: GASB 75 Report

For Meeting On: December 15, 2020



GASB 75 sets the requirements for reporting on the Town's Other Post-retirement Employee Benefits (OPEB). This number represents an actuarial estimate of what these benefits will cost the Town. This estimate needs to be fully updated every two years. An interim evaluation is required between full evaluations. The fiscal year of 2020 is an interim valuation year. Brown & Brown Consulting performed our full evaluation in fiscal year 2019. Having this past relationship with Brown & Brown means that they have our actuarial data and only slight updates will be needed to present an interim report. It is my recommendation that we continue GASB 75 services with Brown & Brown Consulting for fiscal year 2020.

**Be it resolved, the Supervisor is authorized to sign an agreement with Brown & Brown Consulting for GASB 75 Actuarial Services at a cost not to exceed \$2,250.00.**



Brown & Brown  
Consulting

December 8, 2020

Mr. Brian Luke  
Finance Director  
Town of Pittsford  
11 South Main Street  
Pittsford, NY 14534

Re: Proposal for GASB 75 Actuarial Services

Dear Brian:

The attached engagement letter details the services and fees to provide the GASB 75 actuarial valuation results for the 2020 fiscal year with respect to the retiree welfare plan sponsored by the Town of Pittsford (the "Town"). If you agree with the terms, please email me a signed copy. I will then countersign and email a complete signed agreement back to you.

#### **UNDERSTANDING OF SERVICES**

The Town requires a rollforward update to its prior GASB 75 actuarial valuation of the Town's postemployment healthcare plan for its fiscal year ended December 31, 2020.

The Town sponsors a retiree welfare plan that provides postretirement medical, prescription drug and dental benefits to eligible retirees. The plan covers approximately 70 eligible active employees and 100 retirees, surviving spouses and their dependents.

Respectfully,

Curt Evans, FSA, EA  
Senior Consulting Actuary

Enclosures

THIS ACTUARIAL CONSULTING SERVICES AGREEMENT (this "Agreement"), is made and entered into by and between the Town of Pittsford (the "Town") and BROWN & BROWN OF PENNSYLVANIA, L.P. ("B&B").

#### RECITALS

WHEREAS, the parties are desirous of arriving at a mutually satisfactory agreement concerning the performance and compensation for actuarial and consulting services for the Town of Pittsford Postretirement Healthcare Plan (the "Plan") sponsored by the Town.

NOW THEREFORE, the parties hereby agree as follows:

**1. Services.**

a. B&B shall provide the actuarial services set forth on the attached Scope of Work Exhibit A (the "Services").

b. The Scope of Work shall identify, as fully as possible, the scope of Services requested, including, but not limited to, the final deliverables, appropriate time frames in which the deliverables are to be complete, the fees and costs, and the location of the Services.

c. The Scope of Work shall be subject to the terms of this Agreement, and to the extent the terms of the Scope of Work and this Agreement are in direct conflict, the terms of this Agreement shall govern unless the Scope of Work expressly provides other by explicit reference to this Section 1.

**2. Standards of Performance.**

a. B&B shall deliver to the Town the Services and deliverables in such form and manner and at such times as requested by the Town or needed to satisfy regulatory deadlines. The Town acknowledges that all provided deliverable time frames represent B&B's good faith estimate of the periods required to perform the Services and further, that any such estimated time frame is contingent upon the Town providing to B&B any necessary information and/or performing any necessary action in a timely fashion.

b. B&B shall perform the Services in accordance with the following standards:

(1) B&B shall perform its obligations hereunder in a professional and workmanlike manner in accordance with industry norms. B&B shall maintain in force and effect, and in performing the Services shall comply with, all of its internal quality assurance procedures.

(2) B&B shall comply at all times with all federal, state and local laws applicable to it and to the Town, and shall obtain from the appropriate authorities all registrations, permits, licenses and indemnities required for the conduct of B&B's business and the provision of Services and deliverables pursuant to this Agreement.

**3. Fees and Payment.**

a. The Town shall pay B&B, in consideration for the Services provided to the Town, such fees as are set forth on Exhibit B attached hereto and incorporated by reference (the "Fees"). B&B shall prepare and deliver to the Town all invoices, as and when specified in Exhibit B; each such invoice shall include (i) a detailed list of the Services rendered to the Town by B&B, and (ii) the charges therefor. Unless otherwise specified, payment thereunder will be due and payable to B&B within thirty (30) days of the Town's receipt of B&B's invoice.

b. the Town agrees to reimburse B&B for all reasonable and necessary expenses actually incurred by B&B in performing the Services, so long as such expenses are contemplated and described in Exhibit B.

**4. Town Information.** The Town shall provide B&B with all such direction, materials, information and access to the Town representative(s) as may be necessary for B&B to render the Services. B&B shall not be responsible for verifying the accuracy or completeness of any information supplied to B&B by the Town. To the extent such information is known by B&B to be inaccurate or incomplete, written notice shall be given to the Town of the nature of the inaccurate or incomplete information and any material time or expense required to correct the information shall be billed as an additional service outside of the relevant Scope of Work.

**5. Confidential Information.**

a. To the extent any Confidential Information is exchanged between the parties during or in anticipation of the performances of B&B's duties under this Agreement or as a result thereof, B&B and the Town agree to hold in confidence such Confidential Information (defined below). The Town acknowledges, however, that B&B will disclose Confidential Information as reasonably required in the ordinary course of performing the Services. "**Confidential Information**" means all nonpublic information and all documents and other tangible items (whether recorded information, on paper, in computer readable format or otherwise) relating to the disclosing party's business (including without limitation business plans, manner of doing business, business results or prospects), proposals, recommendations, methodologies, proprietary techniques, and reports, any of which (i) at the time in question is either protectable as a trade secret or is otherwise of a confidential nature (and is known or should reasonably be known by receiving Party as being of a confidential nature) and (ii) has been made known to or is otherwise learned by receiving Party as a result of the relationship under this Agreement. Confidential Information should be protected with the same reasonable care as each Party protects its own Confidential Information.

b. Confidential Information will not include any information, documents or tangible items which (i) are a matter of general public knowledge or which subsequently becomes publicly available (except to the extent such public availability is the result of a breach of this Agreement), (ii) were previously in possession of receiving Party as evidenced by receiving Party's existing written records, or (iii) are hereafter received by receiving Party on a non-confidential basis from another source who is not, to receiving Party's knowledge, bound by confidential or fiduciary obligations to disclosing Party or otherwise prohibited from transmitting the same to receiving Party. In the event that B&B or the Town become legally compelled to disclose any of the Confidential Information, they shall provide the other Party with prompt notice so that such Party may seek a protective order or other appropriate remedy and/or waive compliance with the provisions of this Agreement. In the event that such protective order

or other remedy is not obtained, or that the other Party waives compliance with the provisions of the Agreement in writing, such Party may disclose such information as is necessary or advisable to comply with the legal process.

**6. Ownership of Deliverables.** Except to the extent of B&B's Confidential Information, all documents, data, and other tangible materials authored or prepared and delivered by B&B to the Town under the terms of this Agreement (collectively, the "Deliverables"), are the sole and exclusive property of the Town once paid for by the Town, unless it is otherwise excused from payment. To the extent that B&B's Confidential Information is incorporated into such Deliverables, the Town shall have a perpetual, nonexclusive, worldwide, royalty-free license to such Confidential Information as part of the Deliverables, in the ordinary course of the Town's business.

**7. Term and Termination.** This Agreement shall be deemed effective as of January 1, 2020 ("Effective Date"), and shall remain in effect, unless terminated earlier pursuant to this Section. Notwithstanding the foregoing, either party may terminate this Agreement, or a project described in a Scope of Work, at any time and for any reason, by providing at least thirty (30) days prior written notice to the other. Upon termination, the Town shall be responsible for all actual expenses and charges incurred for Services performed up to the effective date of the termination.

**8. Insurance.** During the term of this Agreement and for so long thereafter as necessary to cover events occurring during such term and the consequences therefrom, B&B shall maintain insurance policies relating to professional liability, statutory minimum workers' compensation and general liability in amounts that are reasonable and customary for B&B's business activities. Notwithstanding the foregoing, B&B shall secure one or more insurance policies from insurer(s) with A.M. Best ratings of not less than A-, for Professional Errors and Omissions ("E&O Insurance") with coverage of at least five million dollars (\$5,000,000) in the aggregate. All policies, except for the Workers' Compensation and E&O Insurance, shall cover the Town and its officers, trustees, and employees as additional insureds with respect to liabilities arising out B&B's performance in connection with this Agreement. All policies required by this Section shall be primary and non-contributory with any insurance or self-insurance programs carried or administered by the Town. B&B shall furnish certificates of insurance to the Town evidencing such insurance coverage upon request.

**9. Indemnity; Limitation of Liability.**

a. B&B agrees to indemnify, defend and hold harmless the Town and its officers, directors, and employees from any and all third party claims, losses, damages and liability, and any attorneys' fees and costs incurred in connection therewith, (collectively, "Claims") to the extent caused by B&B's wrongful or negligent acts or omissions. Notwithstanding anything to the contrary herein, B&B shall not be liable for that portion of any Claims to the extent caused by the wrongful or negligent acts or omissions of the Town or its officers, directors, employees, other contractors or agents. The terms of this Section 9 shall survive termination of this Agreement.

b. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT, LOSS OF DATA, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

c. IN NO EVENT WILL EITHER PARTY'S LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EXCEED TWO (2) TIMES THE AGGREGATE AMOUNTS PAID OR PAYABLE TO B&B PURSUANT TO THIS AGREEMENT IN THE YEAR PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

**10. Independent Contractor.** All Services provided by B&B shall be rendered in B&B's capaTown as an independent contractor. None of the terms set forth in this Agreement shall be interpreted to create any agency, master-servant, employment or any other relationship between the Town and B&B.

**11. Dispute Resolution.**

a. The parties agree that they will work in good faith to resolve any dispute arising under this Agreement. If a dispute cannot be resolved amicably within a reasonable time by the parties, the matter will be submitted to nonbinding mediation for possible resolution in a timely manner before either of the parties may pursue the procedure as set forth in subsection b. hereof. Notwithstanding the foregoing, either party may proceed pursuant to subparagraph b. hereof at such time as may be necessary to prevent the expiration of any statutory period of limitations applicable to the dispute.

b. The parties desire to expedite resolution of any dispute or claims arising under this Agreement and, accordingly, have agreed, that this subparagraph b. sets forth the exclusive procedure for resolution of any such disputes or claims. Following unsuccessful mediation as set forth in subparagraph a. hereof, the parties agree that a party with one or more disputes or claims may commence an action in either the Pennsylvania State Superior Court or the United States District Court for the Eastern District of Pennsylvania located in Philadelphia, Pennsylvania, which court shall have exclusive jurisdiction and venue over the parties, to which they hereby submit.

**12. Notice.** All notices or other communications required or permitted to be given under this Agreement shall be made in writing and sent to the address set forth below:

If to B&B:  
Mr. Curt Evans  
Senior Consulting Actuary  
Brown & Brown of Pennsylvania, LP  
125 East Elm Street, Suite 210  
Conshohocken, PA 19428

If to the Town:  
Mr. Brian Luke  
Finance Director  
Town of Pittsford  
11 South Main Street  
Pittsford, NY 14534

All notices shall be deemed given if delivered receipt confirmed using one of the following methods: registered or certified first-class mail, postage prepaid; recognized courier delivery; electronic mail.

**13. Miscellaneous.** This Agreement, including all Exhibits, and the rights and obligations of the parties hereto shall be governed by and construed in accordance with the laws of the State of Pennsylvania without regard to its conflicts of law principles. Except as otherwise specifically stated herein, remedies herein provided shall be cumulative and there shall be no obligation to exercise a particular remedy. If any provision of this Agreement, including all Exhibits, is held to be unenforceable, the other provisions shall nevertheless remain in full force and effect. This Agreement, including all Exhibits, constitute the entire understanding between the parties with respect to the subject matter hereof and may only be amended or modified by a writing signed by a duly authorized representative of each party. This Agreement and each Exhibit may be executed in counterparts, each of which shall be deemed an original. This Agreement replaces and supersedes any prior verbal or written understandings, communications, and representations between the parties regarding the subject matter contained herein. No purchase order or other ordering document that purports to modify or supplement the printed text of this Agreement or any Exhibit shall add to or vary the terms of this Agreement, unless signed by both parties. Neither party may assign any rights set forth in this Agreement to any third party, with the exception of any B&B affiliate, without the other's written consent and any such assignment shall automatically terminate this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the Effective Date.

**BROWN & BROWN OF PENNSYLVANIA, L.P**

**Town of Pittsford**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A**

SCOPE OF SERVICES

B&B will perform a rollforward actuarial valuation of the Town's postemployment benefits as of December 31, 2020 based on participant data and premium information as of December 31, 2019 and appropriate actuarial assumptions as of the year-end measurement date. The valuation report will detail the methods, assumptions, source data, and plan provisions that were used to generate the actuarial liabilities and will contain all the information required under GASB 75 as well as a 15-year projection of employer cash costs.

## Exhibit B

### FEES

B&B's charge to complete the actuarial valuation report, to review the report with the Town, and consult with the Town's auditor to provide the necessary information to complete the Town's financial statement audit will be based on time and expense using the hourly rates listed below. **This fee is guaranteed not to exceed \$2,250.**

The fee guarantee is contingent on the work remaining in the normal scope of the assignment, as it exists at the present time. If there is a significant expansion of the services required of us, such as analyzing the cost impact of changing the eligibility requirements, changing the level of benefits provided, changing the retiree contributions, etc., B&B reserve the right to adjust the fee cap, but the adjustment would be mutually agreed upon in advance. Projects outside of the scope of services stated above will be billed based on time and expense using the hourly rates below or a fixed fee can be quoted if project parameters are clearly defined.

Senior Consulting Actuary - \$350

Actuary - \$285

Senior Analyst - \$235

B&B expects to provide the valuation report within three (3) weeks of receipt of the information required for the valuation.

B&B will provide an Invoice to the Town for the valuation after the valuation report is delivered to the Town.

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ACTION TELEPHONE EXCHANGE	PJS	149653	198012092020	AFTER HOURS ANSWERING SERVICE	118.98
				<b>VENDOR TOTAL</b>	<b>118.98</b>
ADMAR SUPPLY COMPANY, INC	PJS	149425	2063831-0001	CHAINSAW	537.16
	PJS	149426	2064595-0001	POLE SAW	443.96
	PJS	149426	2064601-0001	BACKPACK BLOWER	480.96
				<b>VENDOR TOTAL</b>	<b>1,462.08</b>
ALL SPORT ASSIGNING	JRH	149515	2020/SOCCERGAMES	MEN'S ADULT SOCCER PICKUP LEAGUE 2020	90.00
				<b>VENDOR TOTAL</b>	<b>90.00</b>
ALLIANCE DOOR & HARDWARE	PJS	149656	222195	REPAIR DOOR 8	210.00
				<b>VENDOR TOTAL</b>	<b>210.00</b>
AUTO VALUE PARTS STORES	PJS	149524	553328/L	FUEL LINE	4.28
	PJS	149389	552956/L	FUEL LINES	21.96
				<b>VENDOR TOTAL</b>	<b>26.24</b>
BAND PARTS PLUS	PJS	149607	817616	HOSES 318	42.56
				<b>VENDOR TOTAL</b>	<b>42.56</b>
BRIGHTON MOWER SERV., INC	PJS	149496	90324	OIL	55.96
				<b>VENDOR TOTAL</b>	<b>55.96</b>
CAMPBELLNET SOLUTIONS	JB	149463	2020601	ZULTYS PHONE SYSTEM MAINTENANCE 12/15/20	7,454.00

**ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
<b>VENDOR TOTAL</b>					<b>7,454.00</b>
CATALOG AND COMMERCE SOLUTIONS, LLC	JB	149484	2159	WEBSITE UPGRADE	3,720.00
	JB	149540	2164	WEBSITE MANAGEMENT/SUPPORT - 1ST QUARTER	1,500.00
<b>VENDOR TOTAL</b>					<b>5,220.00</b>
CDW GOVERNMENT INC.	JB	149459	4210735	MICROSOFT BLUETOOTH MOUSE - MATTE BLACK	99.95
	<b>VENDOR TOTAL</b>				
CHASE CARD SERVICES	JB	149550	167411	CLOUDCOVER MUSIC 1-YEAR SUBSCRIPTION	193.86
	PJS	149532	0376525	OFFICE DECOR	73.59
	JB	149461	INV54738496	ZOOM STANDARD BIZ MONTHLY - 11/29/2020-1	239.90
	JB	149428	1069198126	WEBCAMS AND TRIPODS	238.81
<b>VENDOR TOTAL</b>					<b>746.16</b>
CINTAS CORPORATION #411	PJS	149544	4069091371	RUG & MOP SERVICE	151.75
	PJS	149408	4067799805	RUG & MOP SERVICE	228.58
<b>VENDOR TOTAL</b>					<b>380.33</b>
COLLEGE ASSISTANCE PLUS	JRH	149522	12012020	COLLEGE 101: PLANNING AND PAYING PROGRAM	14.00
	<b>VENDOR TOTAL</b>				
COLONY HARDWARE CORP.	PJS	149529	012978-2011	SHOP RAGS	105.06
	PJS	149458	004834-2011	SAFETY SUPPLIES	508.99
	PJS	149384	958992-2010	GREASE	68.50
	PJS	149383	998110-2011	WORK GLOVES	337.41
	PJS	149383	006553-2011	WORK GLOVES	39.75

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>1,059.71</b>
COPPOLA	AB	149619	122020/COPPOLA	IRISH DANCE INSTRUCTOR PAYMENT	210.00
				<b>VENDOR TOTAL</b>	<b>210.00</b>
CREIGHTON SELF-DEFENSE INC	AB	149624	122020/CREIGHTON	MARTIAL ARTS INSTRUCTOR PAYMENT	1,292.90
				<b>VENDOR TOTAL</b>	<b>1,292.90</b>
CROWN CASTLE INTERNATIONAL CORP.	JB	149534	728760	FIBER SERVICE #S120274	879.97
				<b>VENDOR TOTAL</b>	<b>879.97</b>
CSX TRANSPORTATION	PJS	149500	8398194	ANNUAL FEE - PIPELINE CROSSING - E. ROCH	501.98
				<b>VENDOR TOTAL</b>	<b>501.98</b>
CYNCON EQUIPMENT INC.	PJS	149538	84864	RADIATOR FOR LEAF MACHINE	766.20
	PJS	149537	84859	LEAF MACHINE PARTS	688.92
	PJS	149588	84939	FILTER FOR FLUSH TRUCK	464.64
				<b>VENDOR TOTAL</b>	<b>1,919.76</b>
D.J.M. EQUIPMENT, INC. BOBCAT OF THE FINGER LAKE	PJS	149494	01-137877	OIL	93.02
				<b>VENDOR TOTAL</b>	<b>93.02</b>
DEBBIE SUPPLY INC	PJS	149613	648535	KEYS, HARDWARE	67.56
	PJS	149394	648100	SHOVELS ETC	106.96
	PJS	149650	648558	HOSE NOZZLES	89.91

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
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VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>264.43</b>
DECKMAN OIL COMPANY	PJS	149441	735657	BLUE-DEF	579.66
				<b>VENDOR TOTAL</b>	<b>579.66</b>
DELL MARKETING L.P.	JB	149618	10446606685	EXTENDED SERVICES FOR PE SERVER 75N6Q22	168.28
				<b>VENDOR TOTAL</b>	<b>168.28</b>
DIVAL SAFETY EQUIP., INC	PJS	149526	2845736	BUMP CAPS	29.92
	PJS	149525	2847177	EARMUFFS	232.88
	PJS	149386	2841277	NITRILE GLOVES	492.00
				<b>VENDOR TOTAL</b>	<b>754.80</b>
DOWARD	AB	149628	122020/DOWARD	HORSE FRIEND HORSEMAN INSTRUCTOR PAYMENT	91.00
				<b>VENDOR TOTAL</b>	<b>91.00</b>
DROMGOOLE	PHD	149502	12012020	MILEAGE TO ORDER JUDGE'S STAMPS	10.36
				<b>VENDOR TOTAL</b>	<b>10.36</b>
DUKE COMPANY	PJS	149638	001463421	PLOW STAKES	323.05
	PJS	149431	001462092	1X1 POSTS	230.75
				<b>VENDOR TOTAL</b>	<b>553.80</b>
EDP, KGS, LLC	AB	149632	122020/SOCCERSHOTS	SOCCER SHOTS INSTRUCTOR PAYMENT	565.25

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>565.25</b>
EDWARDS TREE & LANDSCAPE	PJS	149639	2013	TREE ON KINGSFIELD/ VAN VOORHIS	450.00
	PJS	149415	2011	TREE REMOVALS	900.00
				<b>VENDOR TOTAL</b>	<b>1,350.00</b>
ENVIRONMENTAL PRODUCTS & ACCESSORIES, LLC	PJS	149609	249350	HOSE FITTINGS FOR PUMPS	162.46
				<b>VENDOR TOTAL</b>	<b>162.46</b>
FAIRPORT CHILDREN'S THEATER	AB	149622	122020/ROCHA	THEATER CLASSES INSTRUCTOR PAYMENT	1,050.00
				<b>VENDOR TOTAL</b>	<b>1,050.00</b>
FASTENAL CO.	PJS	149600	NYCROC178746	ACORN NUTS	12.65
				<b>VENDOR TOTAL</b>	<b>12.65</b>
FERGUSON ENTERPRISES INC	PJS	149385	5462447	ELECTRICAL SUPPLIES FOR PUMP STATIONS	98.26
	PJS	149403	5484842	FILTER COMPONENTS	111.49
	PJS	149403	5485611	FILTER COMPONENTS	23.34
	PJS	149424	5476709	CLOSET SPUDS	117.31
	PJS	149427	5476709-1	PLUMMERS GREASE AND SPUD	14.91
				<b>VENDOR TOTAL</b>	<b>365.31</b>
FINGER LAKES CHEMICALS	PJS	149652	817409	THRUST,TUBES FOR TUB GRINDER	382.42
	PJS	149652	817413	THRUST,TUBES FOR TUB GRINDER	138.46
	PJS	149438	817332	GLASS CLEANER, SPRAYERS	59.81
				<b>VENDOR TOTAL</b>	<b>580.69</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT	
FLEET PRIDE	PJS	149440	63393528	SERVICE KIT	154.62	
	PJS	149439	63672188	466 SLACK ADJUSTER	96.00	
<b>VENDOR TOTAL</b>					<b>250.62</b>	
FORBES COURT REPORTING SERVICES, LLC	PHD	149416	8	COURT REPORTING FOR NOVEMBER 2020	300.00	
<b>VENDOR TOTAL</b>					<b>300.00</b>	
FROMBERGER	PJS	149547	2020QTR1	MILEAGE REIMBURSEMENT QTR 1	92.86	
	PJS	149548	2020QTR4	MILEAGE REIMBURSEMENT QTR 4	75.23	
<b>VENDOR TOTAL</b>					<b>168.09</b>	
FRONTIER COMMUNICATIONS	PJS	149498	585-248-3897-052517-6	PSD FIRE/SECURITY	27.20	
	PJS	149498	585-248-2520-052517-6	PARKS	26.71	
	PJS	149499	585-586-4739-052517-6	SCC ELEVATOR	68.69	
	PJS	149499	585-248-6205-052517-6	HWY FIRE ALARM	26.71	
	PJS	149499	585-248-6202-052517-6	TOWN HALL FIRE ALARM	238.04	
	PJS	149499	585-198-6080-060617-6	COURT FIRE ALARM	38.61	
	JRH	149517	1232020	RECREATION PHONE SERVICES 11/22/2020-12/	26.90	
	JRH	149518	11222020	SENIORS PHONE SERVICES 11/22/2020-12/21/	26.71	
	PJS	149539	NOV 2020-DPW FAX	DPW FAX	27.41	
	PJS	149539	NOV 2020-EMISSIONS	HIGHWAY EMISSIONS	26.78	
	PJS	149545	585-218-9325-061517-6	PUMP STATIONS PHONE LINES	61.97	
	JB	149533	12/01/6430-092614-6	6430 KBP NORTH PHONE & BROADBAND SERVICE	71.99	
	<b>VENDOR TOTAL</b>					<b>667.72</b>
	FSI SYSTEMS, INC.	PJS	149523	8911	PUMP STATION MONITORING	119.80
<b>VENDOR TOTAL</b>					<b>119.80</b>	
FUN EXPRESS LLC	AB	149617	706805873-01	AFTER SCHOOL PROGRAM SUPPLIES	121.95	

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>121.95</b>
GENERAL WELDING AND FABRICATION	PJS	149497	30403	BACK UP ALARM	29.69
	PJS	149400	30314	BACKUP CAM	299.00
	PJS	149651	30467	PLOW LIGHTS	161.98
				<b>VENDOR TOTAL</b>	<b>490.67</b>
GRAYBAR ELECTRIC CO INC.	PJS	149393	9318694273	TRANSFER SWITCH FOR PUMP STATION	2,477.01
				<b>VENDOR TOTAL</b>	<b>2,477.01</b>
GRIFFITH ENERGY	PJS	149535	809027	123.6 BULK	202.27
	PJS	149535	809028	373 BULK	524.70
	PJS	149535	809025	80.1 CHIPPER	131.08
	PJS	149535	809026	113.2 CHIPPER	159.24
	PJS	149646	704762	250 BULK	358.43
	PJS	149646	704759	101.1 CHIPPER	167.91
	PJS	149646	704760	246 CHIPPER	352.69
	PJS	149646	704761	150 BULK	249.12
	PJS	149610	799228	65.9 BULK	102.57
	PJS	149610	799229	593.02 BULK	793.46
				<b>VENDOR TOTAL</b>	<b>3,041.47</b>
HADLOCK PAINT CO. INC.	PJS	149599	P0107885	STAIN	56.82
				<b>VENDOR TOTAL</b>	<b>56.82</b>
HANSON	AB	149625	122020/HANSON	KAREN HANSON INSTRUCTOR PAYMENT	2,590.19
				<b>VENDOR TOTAL</b>	<b>2,590.19</b>
HANSON AGGREGATES NEW YORK LLC	PJS	149420	3845709	RAP #1 DENSE BINDER	565.87

**ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>565.87</b>
<b>HAWK COLLISION &amp; FRAME</b>	PJS	149640	123951	466 458 INSPECTION	20.00
	PJS	149640	123958	466 458 INSPECTION	20.00
	PJS	149402	123892	INSPECTIONS 335-2, 336-1	72.50
	PJS	149414	123894	INSPECTION 336-2	21.00
				<b>VENDOR TOTAL</b>	<b>133.50</b>
<b>HILLYARD, INC.</b>	PJS	149491	604109694	HAND SANITIZER	293.48
	PJS	149491	800468545	CREDIT ON ACCOUNT	-257.40
	PJS	149490	604152781	SANITIZER DISPENSER	20.00
	PJS	149647	604166365	MOP, TOWELS AND SOAP	243.86
	PJS	149398	604141419	TRASH BAGS - ALL BUILDINGS	746.88
	PJS	149399	604134219	SOAP DISPENSERS	80.00
				<b>VENDOR TOTAL</b>	<b>1,126.82</b>
<b>HOME DEPOT</b>	PJS	149501	3012475	CHRISTMAS LIGHTS	20.05
	PJS	149501	3073152	CHRISTMAS LIGHTS	15.98
	PJS	149501	3024542	LUMBER FOR BOYSCOUT PROJECT	309.63
	PJS	149504	1022806	SUPPLIES FOR SALTER	257.05
	PJS	149509	2024725	GATE HARDWARE TFP	22.02
	PJS	149489	2012829	GATE CHAIN HARDWARE	76.43
	PJS	149489	2073405	GATE CHAIN HARDWARE	13.56
	PJS	149598	0025031	LUMBER	140.34
	PJS	149597	6025609	HARDWARE	15.60
	PJS	149614	5031482	HARDWARE, KIOSK SUPPLIES	259.40
	PJS	149634	4025848	TOOLS	87.93
	PJS	149395	6022525	TOOLS, XMAS, LUMBER	684.33
	PJS	149391	1033031	PIPE	49.92
	PJS	149391	0033187	PAINT AND PRIMER	49.50
	PJS	149401	7022300	CHRISTMAS LIGHTS	795.76
	PJS	149397	5090775	GROUT	11.98
	PJS	149397	4513523	BATTERIES, GLASS CLEANER	80.72
	PJS	149397	4104897	GLASS CLEANER	39.70
	PJS	149405	5351224	TOOL CHEST, MISC	570.74

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
HOME DEPOT	PJS	149404	4022793	LUMBER AND XMAS LIGHTS	575.55
	PJS	149418	5023181	CONCRETE APOXY	87.56
<b>VENDOR TOTAL</b>					<b>4,163.75</b>
HYNES CONCRETE CONTRACTOR INCORPORATED	PJS	149542	SI4844	OLD FARM CIRCLE	71,831.11
	PJS	149433	S14911	CONCRETE SIDEWALK ALPINE	12,770.00
<b>VENDOR TOTAL</b>					<b>84,601.11</b>
INSIGHT PUBLIC SECTOR	JB	149409	1100786070	TREND MICRO ENTERPRISE SECURITY SUITE -	1,159.00
<b>VENDOR TOTAL</b>					<b>1,159.00</b>
INTERSTATE BATTERY SYSTEM	PJS	149551	40080690	BATTERY CHARGERS	149.75
	PJS	149590	60002993	BATTERY CHARGER / BATTERIES	293.39
	PJS	149590	60003019	BATTERIES	13.49
	PJS	149506	338806	BATTERIES FOR LEAF MACHINE AND #401	261.90
	PJS	149387	338610	BATTERIES	225.60
<b>VENDOR TOTAL</b>					<b>944.13</b>
INTIVITY, INC.	JRH	149516	1685827-0	SENIORS GRAB AND GO LUNCHES SUPPLIES	28.13
	JB	149407	1685112-0	BUSINESS SOURCE 2-SIDED INTER-DEPARTMENT	27.08
	JB	149407	1685112-1	KENSINGTON CLASSIC SP17 NOTEBOOK CARRYIN	153.90
	JB	149462	1685112-2	OFFICE SUPPLIES/LAPTOP BAGS	17.59
<b>VENDOR TOTAL</b>					<b>226.70</b>
IRON MOUNTAIN, INC	LMD	149541	DCNV654	RECORD RETENTION 12/01/2020 - 12/312020	630.66
<b>VENDOR TOTAL</b>					<b>630.66</b>
JESSIE HOLLENBECK - PETTY CASH	JRH	149520	1222020	AFTER SCHOOL PROGRAM SUPPLIES	22.98

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>22.98</b>
KENWORTH OF BUFFALO, INC	PJS	149606	RI239413	BRAKE CHAMBER	75.55
				<b>VENDOR TOTAL</b>	<b>75.55</b>
KEYSTONE RIDGE DESIGNS, INC.	JRH	149519	0000023019	RECREATION 10"X5" BENCH PLAQUES	792.00
				<b>VENDOR TOTAL</b>	<b>792.00</b>
L.C. WHITFORD EQUIPMENT CO.	PJS	149530	0031016-00	SERVICE FOR TUB GRINDER	1,296.68
				<b>VENDOR TOTAL</b>	<b>1,296.68</b>
LOWES CREDIT SERVICES	PJS	149527	02539	CLEANING SUPPLIES AND MISC HARDWARE	93.09
	PJS	149527	CR2539	REFUND OF TAXES CHARGED	-6.90
	PJS	149654	5102239	BATTERIES FOR VEHICLE KEY FOBS	27.88
				<b>VENDOR TOTAL</b>	<b>114.07</b>
M&T BANK CORPORATION	LMD	149411	11202020	2020 SCHOOL TAX RECEIPTS	3,283.55
				<b>VENDOR TOTAL</b>	<b>3,283.55</b>
MAGLIATO	AB	149626	122020/MAGLIATO	WIGGLES, GIGGLES, & JIGGLES INSTRUCTOR P	386.40
				<b>VENDOR TOTAL</b>	<b>386.40</b>
MCVEAN	AB	149621	122020/MCVEAN	DEBBIE MCVEAN INSTRUCTOR PAYMENT	625.10
				<b>VENDOR TOTAL</b>	<b>625.10</b>

**ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
<b>MEDIA TRANSFER SERVICE, LLC</b>	JB	149493	2064	SERVICE CALLS FOR NOVEMBER 4, 17	200.00
				<b>VENDOR TOTAL</b>	<b>200.00</b>
<b>MESSENGER POST NEWSPAPERS</b>	LMD	149388	11192020	LEGAL NOTICE - ZONING BOARD HEARING	135.97
				<b>VENDOR TOTAL</b>	<b>135.97</b>
<b>MILLER</b>	AB	149630	122020/MILLER	PATRICIA MILLER INSTRUCTOR PAYMENT	94.50
				<b>VENDOR TOTAL</b>	<b>94.50</b>
<b>MITCHELL1</b>	PJS	149637	IB25221350	DECEMBER BILLING	394.00
				<b>VENDOR TOTAL</b>	<b>394.00</b>
<b>MOFFETT TURF EQUIPMENT, INC.</b>	PJS	149495	01-288657	VENTRAC DECK SHELL	1,897.80
				<b>VENDOR TOTAL</b>	<b>1,897.80</b>
<b>MONROE COUNTY DIRECTOR OF FINANCE</b>	BWL	146303	1800101631	DEED COPIES	110.50
	BWL	146327	1800102966	SHORT TERM DISCHARGE PERMIT	125.00
	PJS	149412	1800112554	2020 ANNUAL PAVEMENT MARKINGS	11,476.19
				<b>VENDOR TOTAL</b>	<b>11,711.69</b>
<b>MONROE COUNTY FOOD PROTECTION</b>	JRH	149510	FS2021-0799	SENIORS MONROE COUNTY FOOD PROTECTION	185.00
				<b>VENDOR TOTAL</b>	<b>185.00</b>
<b>MORRISON EXCAVATING, INC.</b>	PJS	149435	42468	TOPSOIL	50.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>50.00</b>
MOWTIVATED LAWN CARE, INC.	PJS	149612	0263	57 KIRKLEES FALL CLEAN UP	150.00
				<b>VENDOR TOTAL</b>	<b>150.00</b>
MURRAY	AB	149631	122020/MURRAY	PRE-SCHOOL ADVENTURES INSTRUCTOR PAYMENT	210.70
				<b>VENDOR TOTAL</b>	<b>210.70</b>
NEW YORK PLANNING FEDERATION	PJS	149546	15778	ANNUAL MEMEBERSHIP DUES	320.00
				<b>VENDOR TOTAL</b>	<b>320.00</b>
NEW YORK STATE TURFGRASS ASSOCIATION	PJS	149457	93299	MEMBERSHIP DUES	250.00
				<b>VENDOR TOTAL</b>	<b>250.00</b>
NORTHEAST SWEEPERS AND RENTALS, INC.	PJS	149436	6187	REPAIR HOSE	639.79
				<b>VENDOR TOTAL</b>	<b>639.79</b>
NORTHERN NURSERIES, INC.	PJS	149603	11559-2	TREE	355.00
	PJS	149602	11559-1	TREES	710.00
	PJS	149396	13250	PLOW STAKES, BUSHES	232.50
				<b>VENDOR TOTAL</b>	<b>1,297.50</b>
NORTHERN TOOL & EQUIP CO.	PJS	149593	46494709	GANTRY CRANE, PULLEY	984.89
				<b>VENDOR TOTAL</b>	<b>984.89</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
NYS D.E.C.	PJS	149503	9990000472342	SEPTAGE FEE	750.00
	PJS	149543	9990000480460	EAST AVE SIDEWALK	110.00
	PJS	149543	9990000481702	ERIE CANAL PARK AND PRESERVE	110.00
<b>VENDOR TOTAL</b>					<b>970.00</b>
OIL FILTER SERVICE, INC.	PJS	149508	36075	OIL FILTER	24.32
	PJS	149648	36028	FILTERS	178.22
<b>VENDOR TOTAL</b>					<b>202.54</b>
PAZRAL	AB	149623	122020/PAZRAL	PILATES INSTRUCTOR PAYMENT	87.50
<b>VENDOR TOTAL</b>					<b>87.50</b>
PENNY LANE PRINTING	JRH	149511	202244	WINTER 2021 BROCHURE AND POSTAGE	6,223.76
<b>VENDOR TOTAL</b>					<b>6,223.76</b>
PERINTON RV RENTALS INC.	PJS	149421	23876	HINGE STRAP	120.41
<b>VENDOR TOTAL</b>					<b>120.41</b>
PIPITONE ENTERPRISES, LLC	PJS	149455	15440	WINTERIZING COOLING TOWER	210.00
<b>VENDOR TOTAL</b>					<b>210.00</b>
PITTSFORD CENTRAL SCHOOLS	PJS	149596	2189-21A	DPW MONTHLY FUEL CHARGES	460.27
	PJS	149643	2186-21A	HIGHWAY FUEL	6,491.91
	PJS	149587	2188-21A	PSD DIESEL AND UNLEAD FUEL	946.26
	PJS	149601	2187-21A	MONTHLY PARKS FUEL USAGE NOVEMBER	1,065.16
<b>VENDOR TOTAL</b>					<b>8,963.60</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
PLUG & PAY TECHNOLOGIES	AB	149616	2020120217172119104	PITTSREC	15.00
	AB	149616	2020120217172119105	PITTSWEB	15.00
	AB	149616	2020120217172119103	PITTSCHILD	15.00
<b>VENDOR TOTAL</b>					<b>45.00</b>
POWER DRIVES, INC. ROCHESTER	PJS	149644	RRS804673	FITTINGS	81.15
<b>VENDOR TOTAL</b>					<b>81.15</b>
R.M. PUTNEY & ASSOCIATES, INC	JRH	149512	3116	COMMERCIAL ORGANICS PICKUP DECEMBER 2020	50.00
<b>VENDOR TOTAL</b>					<b>50.00</b>
R.W. LINDSAY, INC.	PJS	149649	90785	AIR COMPRESSOR SERVICE	364.22
<b>VENDOR TOTAL</b>					<b>364.22</b>
RAY KERHAERT'S TOWING,INC	PJS	149531	06736	TOW 454	285.00
<b>VENDOR TOTAL</b>					<b>285.00</b>
REGIONAL INTERNATIONAL CORPORATION	PJS	149432	011160240P	455 INJECTOR	577.49
	PJS	149437	011160325P	455 VALVE COVER GASKETT	419.90
<b>VENDOR TOTAL</b>					<b>997.39</b>
RENU SURFACE RESTORATION	PJS	149595	3370	SANITIZING	200.00
	PJS	149604	3354	SANITIZING FOR HIGHWAY COMMON AREAS	350.00
	PJS	149423	3346	VEHICLE SANITAZATION	100.00
<b>VENDOR TOTAL</b>					<b>650.00</b>
ROCHESTER ASPHALT MATERIAL, INC.	PJS	149507	974906		858.46

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ROCHESTER ASPHALT MATERIAL, INC.	PJS	149507	978517		726.33
				<b>VENDOR TOTAL</b>	<b>1,584.79</b>
ROCHESTER GAS & ELECTRIC	PJS	149577	11309220890	BARKER RD PARK ELECTRIC AND CONSTELLATI	172.25
	PJS	149585	12609065489	295 FAIRPORT RD PUMP STATION	20.82
	PJS	149635	11509200504	WILLARD RD PARK ELECTRIC AND CONSTELLATI	259.35
				<b>VENDOR TOTAL</b>	<b>452.42</b>
S & S WORLDWIDE, INC	JRH	149514	IN100646264	AFTER SCHOOL PROGRAM SUPPLIES	28.18
				<b>VENDOR TOTAL</b>	<b>28.18</b>
SANDBURG OIL CO., INC.	PJS	149430	100623	OIL FOR TUB GRINDER	935.00
				<b>VENDOR TOTAL</b>	<b>935.00</b>
SEYREK SEALERS LLC	PJS	149586	PITTSTOWNNOV	DISPOSAL SERVICE	1,808.40
	PJS	149608	11182020	OCTOBER BRUSH	32,918.87
				<b>VENDOR TOTAL</b>	<b>34,727.27</b>
SHEARER	AB	149633	122020/SHEARER	INTRO TO PICKLEBALL INSTRUCTOR PAYMENT	56.00
				<b>VENDOR TOTAL</b>	<b>56.00</b>
SKYLIGHT SIGNS INC	PJS	149642	15268	HISTORIC DISTRICT BANNERS	3,960.00
				<b>VENDOR TOTAL</b>	<b>3,960.00</b>
SLAUGHTER	AB	149627	122020/SLAUGHTER	HAPPY LITTLE HOLIDAY INSTRUCTOR PAYMENT	13.65

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>13.65</b>
STAPLES	LMD	149591	8060462361	GENERAL OFFICE SUPPLIES	189.69
				<b>VENDOR TOTAL</b>	<b>189.69</b>
TALLMADGE TIRE SERVICE	PJS	149645	1-165101	TIRES	402.83
	PJS	149605	1-165134	TIRES	5,600.00
	PJS	149605	1GS165152	TIRES	1,398.20
				<b>VENDOR TOTAL</b>	<b>7,401.03</b>
THE DAVEY TREE EXPERT COMPANY	PJS	149460	915200494	REMOVE TREE BEHIND 42 WOOD STONE RISE	1,200.00
				<b>VENDOR TOTAL</b>	<b>1,200.00</b>
THRU-WAY AUTO SPRING	PJS	149492	147433	SALTER CHAIN	45.49
	PJS	149442	146540	#454 PLOW LIGHT	379.11
				<b>VENDOR TOTAL</b>	<b>424.60</b>
TOSHIBA BUSINESS SOLUTIONS	PJS	149657	5411446	DPW COPIES FOR 9/6-12/5/20	599.05
				<b>VENDOR TOTAL</b>	<b>599.05</b>
TOWN OF BRIGHTON	PJS	149655	121020	SNOW AND ICE AGREEMENT 2020-2021	5,848.18
				<b>VENDOR TOTAL</b>	<b>5,848.18</b>
ULINE INC.	AB	149615	126909836		450.88
	AB	149615	126328182		247.50

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>698.38</b>
UTICA GENERAL TRUCK CO., INC	PJS	149536	420740	INSPECTION FOR 466	20.00
				<b>VENDOR TOTAL</b>	<b>20.00</b>
VAN BORTEL FORD	PJS	149390	356874	PARTS FOR LEHIGH GENERATOR	65.20
	PJS	149434	357201	502 HOSE	62.43
				<b>VENDOR TOTAL</b>	<b>127.63</b>
VICTOR POWER EQUIPMENT	PJS	149406	286156	2 LINE TRIMMERS	527.92
	PJS	149422	286041	EAR PROTECTION, ENGINE OIL	99.00
	PJS	149422	286150	EAR PROTECTION, ENGINE OIL	217.00
				<b>VENDOR TOTAL</b>	<b>843.92</b>
VIOLA STORAGE	PJS	149419	33994	40" QUAD DOOR UNIT	120.00
				<b>VENDOR TOTAL</b>	<b>120.00</b>
VP SUPPLY CORP.	PJS	149636	4489248	CONDUIT FITTINGS	11.15
	PJS	149658	4471094	CONDUIT AND SUPPLIES	2,873.40
				<b>VENDOR TOTAL</b>	<b>2,884.55</b>
W. B. MASON CO., LLC	LMD	149641	215959991	GENERAL OFFICE SUPPLIES	50.30
	LMD	149392	215502262	GENERAL OFFICE SUPPLIES	23.18
	LMD	149410	215579312	GENERAL OFFICE SUPPLIES	25.08
				<b>VENDOR TOTAL</b>	<b>98.56</b>
W. W. GRAINGER, INC.	PJS	149528	9723909363	UTILITY PUMP	563.20

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
W. W. GRAINGER, INC.	PJS	149589	9719842487	UNDERGROUND LOCATER AND TRANSMITTER	3,484.99
	PJS	149592	9721032796	BATTERY CHARGER	674.99
	PJS	149505	9717924691	FLUSH VALVES	2,441.78
<b>VENDOR TOTAL</b>					<b>7,164.96</b>
WARD	PJS	149549	12072020	MILEAGE REIMBURSEMENT COURIER	13.28
	PJS	149413	11232020	COURIER REIMBURSEMENT	18.23
<b>VENDOR TOTAL</b>					<b>31.51</b>
WARREN	AB	149629	122020/WARREN	BABY BLADES ICE SKATE INSTRUCTOR PAYMENT	122.50
<b>VENDOR TOTAL</b>					<b>122.50</b>
WRIGHT WRIGHT	JRH	149521	1120	SENIORS HIGHLAND CHORUS INSTRUCTOR PAYME	300.00
	AB	149620	122020/WRIGHT	EDGE11 SOCCER INSTRUCTOR PAYMENT	297.50
<b>VENDOR TOTAL</b>					<b>597.50</b>
ZUPERBOUNCE, LLC	JRH	149513	2020-053	HALLOWEEN FEST DRIVE IN MOVIE	600.00
<b>VENDOR TOTAL</b>					<b>600.00</b>
<b>REPORT TOTAL</b>					<b>247,320.28</b>

END OF REPORT

# TOWN OF PITTSFORD

## Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	6,501,743.00	6,501,743.00	6,501,743.00	0.00	100.00
Item 1081	OTHER PYMT IN LIEU OF TAXES	0.00	0.00	10,077.00	10,077.00	10,065.48	11.52	99.89
Item 1090	INTEREST & PENALTY ON PROP TAX	0.00	0.00	162,000.00	162,000.00	121,409.05	40,590.95	74.94
Item 1170	FRANCHISES	0.00	0.00	424,000.00	424,000.00	420,433.04	3,566.96	99.16
Item 1232	TAX COLLECTOR FEES	3,490.63	(3,490.63)	2,800.00	2,800.00	3,490.63	(690.63)	124.67
Item 1255	CLERK FEES	112.50	(112.50)	3,500.00	3,500.00	2,691.93	808.07	76.91
Item 1550	DOG WARDEN FEES	0.00	0.00	1,000.00	1,000.00	184.00	816.00	18.40
Item 2001	CULTURE & RECREATION FEES	(2,191.00)	2,191.00	803,200.00	803,200.00	329,069.13	474,130.87	40.97
Item 2210	GENERAL SERVICES - OTHER GOV'T	0.00	0.00	0.00	0.00	4,890.00	(4,890.00)	100.00
Item 2228	GIS CHARGES, OTHER GOV'T	0.00	0.00	13,352.00	13,352.00	10,014.00	3,338.00	75.00
Item 2350	YOUTH SER/OTHER GOV'T.	0.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
Item 2351	PROGRAMS FOR AGING - OTHER GOV'T	0.00	0.00	38,372.00	38,372.00	22,752.11	15,619.89	59.29
Item 2401	INTEREST & EARNINGS	309.37	(309.37)	108,000.00	108,000.00	57,508.93	50,491.07	53.25
Item 2410	RENTAL OF LAND	0.00	0.00	127,103.00	127,103.00	87,972.79	39,130.21	69.21
Item 2411	FIELD USE FEES	0.00	0.00	7,200.00	7,200.00	2,320.00	4,880.00	32.22
Item 2450	COMMISSIONS	24.70	(24.70)	500.00	500.00	288.39	211.61	57.68
Item 2544	DOG LICENSES	1,326.00	(1,326.00)	17,000.00	17,000.00	15,323.00	1,677.00	90.14
Item 2560	STREET OPENING PERMITS	0.00	0.00	2,550.00	2,550.00	1,885.00	665.00	73.92
Item 2590	PERMITS	0.00	0.00	8,000.00	8,000.00	6,659.54	1,340.46	83.24
Item 2610	FINES & FORFEITED BAIL	0.00	0.00	75,000.00	75,000.00	29,637.25	45,362.75	39.52
Item 2650	SALE OF SCRAP & EXCESS	0.00	0.00	0.00	0.00	34.65	(34.65)	100.00
Item 2655	MINOR SALES	153.14	(153.14)	0.00	0.00	153.14	(153.14)	100.00
Item 2660	SALE OF LAND	0.00	0.00	0.00	0.00	416,235.00	(416,235.00)	100.00
Item 2665	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	150.00	(150.00)	100.00
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	35.55	464.45	7.11
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	1,500.00	1,500.00	12,567.66	(11,067.66)	837.84
Item 2705	GIFTS & DONATIONS	1,400.00	(1,400.00)	23,100.00	23,100.00	2,304.36	20,795.64	9.98
Item 2770	OTHER UNCLASSIFIED REVENUES	115.80	(115.80)	22,367.00	22,367.00	6,454.29	15,912.71	28.86
Item 2801	INTERFUND REVENUES	0.00	0.00	24,000.00	24,000.00	19,280.00	4,720.00	80.33
Item 3001	STATE AID PER CAPITA	0.00	0.00	108,081.00	108,081.00	0.00	108,081.00	0.00
Item 3005	MORTGAGE TAX	0.00	0.00	875,000.00	875,000.00	496,585.95	378,414.05	56.75
Item 3040	REAL PROPERTY TAX ADMIN	0.00	0.00	0.00	0.00	774.20	(774.20)	100.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	450,000.00	450,000.00	450,000.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	1,323,260.00	1,614,283.19	0.00	1,614,283.19	0.00
<b>Total Fund 0001</b>	<b>GENERAL FUND</b>	<b>4,741.14</b>	<b>(4,741.14)</b>	<b>11,140,205.00</b>	<b>11,431,228.19</b>	<b>9,032,912.07</b>	<b>2,398,316.12</b>	<b>79.02</b>

# TOWN OF PITTSFORD

## Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		<b>Curr. Month Revenue Receipts</b>	<b>Curr. Month Budget Balance</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Revenue Receipts</b>	<b>YTD Budget Balance</b>	<b>Percent Received Balance</b>
<b>Fund 0002</b>	<b>PART TOWN FUND</b>							
Item 1120	SALES TAX	0.00	0.00	900,000.00	900,000.00	900,000.00	0.00	100.00
Item 1560	SAFETY INSPECTION FEES	0.00	0.00	10,000.00	10,000.00	50.00	9,950.00	0.50
Item 1570	DEMOLITION PERMITS	40.00	(40.00)	750.00	750.00	795.00	(45.00)	106.00
Item 2110	ZONING FEES	312.00	(312.00)	2,500.00	2,500.00	2,590.00	(90.00)	103.60
Item 2115	PLANNING BOARD FEES	0.00	0.00	11,000.00	11,000.00	8,148.97	2,851.03	74.08
Item 2401	INTEREST & EARNINGS	168.75	(168.75)	14,000.00	14,000.00	6,063.95	7,936.05	43.31
Item 2545	LICENSES, OTHER	75.00	(75.00)	3,000.00	3,000.00	2,175.00	825.00	72.50
Item 2550	PERMITS - CERT. OF OCCUPANCY	240.00	(240.00)	3,000.00	3,000.00	2,585.60	414.40	86.19
Item 2555	BUILDING & ALTERATION PERMITS	12,414.00	(12,414.00)	90,500.00	90,500.00	80,249.30	10,250.70	88.67
Item 2590	PERMITS	300.00	(300.00)	3,000.00	3,000.00	2,560.00	440.00	85.33
Item 2591	FIRE ALARM PERMITS	80.00	(80.00)	1,000.00	1,000.00	4,520.00	(3,520.00)	452.00
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	635.14	(635.14)	100.00
Item 2770	OTHER UNCLASSIFIED REVENUES	0.00	0.00	0.00	0.00	0.75	(0.75)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	284,336.00	329,727.02	0.00	329,727.02	0.00
<b>Total Fund 0002</b>	<b>PART TOWN FUND</b>	<b>13,629.75</b>	<b>(13,629.75)</b>	<b>1,323,086.00</b>	<b>1,368,477.02</b>	<b>1,010,373.71</b>	<b>358,103.31</b>	<b>73.83</b>

Date Prepared: 12/11/2020 08:49 AM

Report Date: 12/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

GLR0116 1.0

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Prepared By: BRIAN

		<b>Curr. Month Revenue Receipts</b>	<b>Curr. Month Budget Balance</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Revenue Receipts</b>	<b>YTD Budget Balance</b>	<b>Percent Received Balance</b>
<b>Fund 0003</b>	<b>LIBRARY FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,353,119.00	1,353,119.00	1,353,119.00	0.00	100.00
Item 2080	COPIER FEES	0.00	0.00	1,600.00	1,600.00	344.74	1,255.26	21.55
Item 2081	COLLECTION FEES	0.00	0.00	1,000.00	1,000.00	832.98	167.02	83.30
Item 2082	LIBRARY FINES	152.34	(152.34)	55,000.00	55,000.00	18,057.22	36,942.78	32.83
Item 2083	PRINTING REVENUE	121.43	(121.43)	5,500.00	5,500.00	1,546.42	3,953.58	28.12
Item 2401	INTEREST & EARNINGS	16.88	(16.88)	13,500.00	13,500.00	7,854.86	5,645.14	58.18
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	128.86	(128.86)	100.00
Item 2760	SYSTEM GRANTS	0.00	0.00	0.00	0.00	6,720.00	(6,720.00)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	75,000.00	90,338.82	0.00	90,338.82	0.00
<b>Total Fund 0003</b>	<b>LIBRARY FUND</b>	<b>290.65</b>	<b>(290.65)</b>	<b>1,504,719.00</b>	<b>1,520,057.82</b>	<b>1,388,604.08</b>	<b>131,453.74</b>	<b>91.35</b>

Date Prepared: 12/11/2020 08:49 AM

Report Date: 12/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

GLR0116 1.0

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Prepared By: BRIAN

		<b>Curr. Month Revenue Receipts</b>	<b>Curr. Month Budget Balance</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Revenue Receipts</b>	<b>YTD Budget Balance</b>	<b>Percent Received Balance</b>
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,714,055.00	1,714,055.00	1,714,055.00	0.00	100.00
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	488,000.00	488,000.00	430,876.31	57,123.69	88.29
Item 2401	INTEREST & EARNINGS	196.87	(196.87)	40,000.00	40,000.00	16,053.50	23,946.50	40.13
Item 2650	SALE OF SCRAP & EXCESS	0.00	0.00	1,500.00	1,500.00	1,794.50	(294.50)	119.63
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	343.63	(343.63)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	425,000.00	530,212.64	0.00	530,212.64	0.00
<b>Total Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>	<b>196.87</b>	<b>(196.87)</b>	<b>2,668,555.00</b>	<b>2,773,767.64</b>	<b>2,163,122.94</b>	<b>610,644.70</b>	<b>77.99</b>

Date Prepared: 12/11/2020 08:49 AM

Report Date: 12/11/2020

Account Table: FUND 1-5

Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

Fiscal Year: 2020 Period From: 1 To: 12

GLR0116 1.0

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Prepared By: BRIAN

		<b>Curr. Month Revenue Receipts</b>	<b>Curr. Month Budget Balance</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Revenue Receipts</b>	<b>YTD Budget Balance</b>	<b>Percent Received Balance</b>
<b>Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	593,327.00	593,327.00	593,327.00	0.00	100.00
Item 1120	SALES TAX	0.00	0.00	2,408,000.00	2,408,000.00	1,712,235.57	695,764.43	71.11
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	5,000.00	5,000.00	2,117.76	2,882.24	42.36
Item 2401	INTEREST & EARNINGS	163.13	(163.13)	40,000.00	40,000.00	17,191.74	22,808.26	42.98
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	300.68	(300.68)	100.00
Item 3501	CHIPS PROGRAM	0.00	0.00	171,324.00	241,871.00	0.00	241,871.00	0.00
Item 5999	APPROP FD BALANCE	0.00	0.00	550,000.00	791,199.56	0.00	791,199.56	0.00
<b>Total Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>	<b>163.13</b>	<b>(163.13)</b>	<b>3,767,651.00</b>	<b>4,079,397.56</b>	<b>2,325,172.75</b>	<b>1,754,224.81</b>	<b>57.00</b>
<b>Grand Total</b>		<b>19,021.54</b>	<b>(19,021.54)</b>	<b>20,404,216.00</b>	<b>21,172,928.23</b>	<b>15,920,185.55</b>	<b>5,252,742.68</b>	<b>75.19</b>

NOTE: One or more accounts may not be printed due to Account Table restrictions.

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1010</b>	<b>TOWN BOARD</b>								
0001	PERSONAL SERVICES	3,927.00	102,100.00	102,100.00	98,173.08	3,926.92	0.00	3,926.92	96.15
0004	CONTRACTUAL & MISC. EXPENSE	0.00	4,850.00	4,925.00	2,963.34	1,961.66	0.00	1,961.66	60.17
<b>Total Dept 1010</b>	<b>TOWN BOARD</b>	<b>3,927.00</b>	<b>106,950.00</b>	<b>107,025.00</b>	<b>101,136.42</b>	<b>5,888.58</b>	<b>0.00</b>	<b>5,888.58</b>	<b>94.50</b>
<b>Dept 1110</b>	<b>TOWN JUSTICES</b>								
0001	PERSONAL SERVICES	8,046.07	273,640.00	273,640.00	200,444.75	73,195.25	0.00	73,195.25	73.25
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	10.36	142,523.00	142,657.00	122,628.29	20,028.71	64.00	19,964.71	85.96
<b>Total Dept 1110</b>	<b>TOWN JUSTICES</b>	<b>8,056.43</b>	<b>416,663.00</b>	<b>416,797.00</b>	<b>323,073.04</b>	<b>93,723.96</b>	<b>64.00</b>	<b>93,659.96</b>	<b>77.51</b>
<b>Dept 1220</b>	<b>TOWN SUPERVISOR</b>								
0001	PERSONAL SERVICES	7,153.40	185,989.00	185,989.00	177,504.69	8,484.31	0.00	8,484.31	95.44
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	4,150.00	4,172.99	1,693.25	2,479.74	32.00	2,447.74	40.58
<b>Total Dept 1220</b>	<b>TOWN SUPERVISOR</b>	<b>7,153.40</b>	<b>190,639.00</b>	<b>190,661.99</b>	<b>179,197.94</b>	<b>11,464.05</b>	<b>32.00</b>	<b>11,432.05</b>	<b>93.99</b>
<b>Dept 1230</b>	<b>COMMUNITY SERVICE</b>								
0001	PERSONAL SERVICES	3,653.85	95,000.00	95,000.00	88,788.60	6,211.40	0.00	6,211.40	93.46
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	26,338.00	36,338.00	2,116.85	34,221.15	10,000.00	24,221.15	5.83
<b>Total Dept 1230</b>	<b>COMMUNITY SERVICE</b>	<b>3,653.85</b>	<b>121,838.00</b>	<b>131,838.00</b>	<b>90,905.45</b>	<b>40,932.55</b>	<b>10,000.00</b>	<b>30,932.55</b>	<b>68.95</b>
<b>Dept 1310</b>	<b>DIRECTOR OF FINANCE</b>								
0001	PERSONAL SERVICES	3,115.39	109,650.00	144,650.00	130,245.77	14,404.23	0.00	14,404.23	90.04
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,296.00	2,296.00	474.28	1,821.72	0.00	1,821.72	20.66
<b>Total Dept 1310</b>	<b>DIRECTOR OF FINANCE</b>	<b>3,115.39</b>	<b>112,446.00</b>	<b>147,446.00</b>	<b>130,720.05</b>	<b>16,725.95</b>	<b>0.00</b>	<b>16,725.95</b>	<b>88.66</b>
<b>Dept 1320</b>	<b>INDEPENDENT AUDIT</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	31,200.00	36,200.00	27,400.00	8,800.00	0.00	8,800.00	75.69
<b>Total Dept 1320</b>	<b>INDEPENDENT AUDIT</b>	<b>0.00</b>	<b>31,200.00</b>	<b>36,200.00</b>	<b>27,400.00</b>	<b>8,800.00</b>	<b>0.00</b>	<b>8,800.00</b>	<b>75.69</b>
<b>Dept 1330</b>	<b>TAX COLLECTION</b>								
0001	PERSONAL SERVICES	1,686.77	43,856.00	43,856.00	38,927.10	4,928.90	0.00	4,928.90	88.76
0004	CONTRACTUAL & MISC. EXPENSE	2.60	8,350.00	8,350.00	6,092.66	2,257.34	0.00	2,257.34	72.97
<b>Total Dept 1330</b>	<b>TAX COLLECTION</b>	<b>1,689.37</b>	<b>52,206.00</b>	<b>52,206.00</b>	<b>45,019.76</b>	<b>7,186.24</b>	<b>0.00</b>	<b>7,186.24</b>	<b>86.23</b>

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1355</b>	<b>ASSESSOR</b>								
0001	PERSONAL SERVICES	5,568.09	190,235.00	190,235.00	136,720.97	53,514.03	0.00	53,514.03	71.87
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	11.22	8,539.00	11,039.00	4,875.21	6,163.79	1,450.00	4,713.79	44.16
<b>Total Dept 1355</b>	<b>ASSESSOR</b>	<b>5,579.31</b>	<b>199,274.00</b>	<b>201,774.00</b>	<b>141,596.18</b>	<b>60,177.82</b>	<b>1,450.00</b>	<b>58,727.82</b>	<b>70.18</b>
<b>Dept 1375</b>	<b>CREDIT CARD FEES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	30,000.00	30,000.00	11,243.96	18,756.04	0.00	18,756.04	37.48
<b>Total Dept 1375</b>	<b>CREDIT CARD FEES</b>	<b>0.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>11,243.96</b>	<b>18,756.04</b>	<b>0.00</b>	<b>18,756.04</b>	<b>37.48</b>
<b>Dept 1410</b>	<b>TOWN CLERK</b>								
0001	PERSONAL SERVICES	6,786.28	188,322.00	188,322.00	156,480.50	31,841.50	0.00	31,841.50	83.09
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	300.00	300.00	162.50	137.50	0.00	137.50	54.17
0004	CONTRACTUAL & MISC. EXPENSE	0.00	8,250.00	8,250.00	6,041.15	2,208.85	0.00	2,208.85	73.23
<b>Total Dept 1410</b>	<b>TOWN CLERK</b>	<b>6,786.28</b>	<b>196,872.00</b>	<b>196,872.00</b>	<b>162,684.15</b>	<b>34,187.85</b>	<b>0.00</b>	<b>34,187.85</b>	<b>82.63</b>
<b>Dept 1420</b>	<b>ATTORNEY</b>								
0001	PERSONAL SERVICES	1,738.88	44,600.00	44,600.00	41,707.62	2,892.38	0.00	2,892.38	93.51
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	16,970.00	23,354.00	17,477.43	5,876.57	2,282.00	3,594.57	74.84
<b>Total Dept 1420</b>	<b>ATTORNEY</b>	<b>1,738.88</b>	<b>61,820.00</b>	<b>68,204.00</b>	<b>59,185.05</b>	<b>9,018.95</b>	<b>2,282.00</b>	<b>6,736.95</b>	<b>86.78</b>
<b>Dept 1430</b>	<b>PERSONNEL</b>								
0001	PERSONAL SERVICES	3,677.24	92,007.00	92,007.00	86,499.56	5,507.44	0.00	5,507.44	94.01
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	112,595.00	113,330.00	52,263.91	61,066.09	0.00	61,066.09	46.12
<b>Total Dept 1430</b>	<b>PERSONNEL</b>	<b>3,677.24</b>	<b>205,102.00</b>	<b>205,837.00</b>	<b>138,763.47</b>	<b>67,073.53</b>	<b>0.00</b>	<b>67,073.53</b>	<b>67.41</b>
<b>Dept 1440</b>	<b>ENGINEERING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	25,000.00	28,600.00	13,514.43	15,085.57	915.00	14,170.57	47.25
<b>Total Dept 1440</b>	<b>ENGINEERING</b>	<b>0.00</b>	<b>25,000.00</b>	<b>28,600.00</b>	<b>13,514.43</b>	<b>15,085.57</b>	<b>915.00</b>	<b>14,170.57</b>	<b>47.25</b>
<b>Dept 1450</b>	<b>ELECTIONS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	64,576.00	64,805.00	37,396.00	27,409.00	229.00	27,180.00	57.71
<b>Total Dept 1450</b>	<b>ELECTIONS</b>	<b>0.00</b>	<b>64,576.00</b>	<b>64,805.00</b>	<b>37,396.00</b>	<b>27,409.00</b>	<b>229.00</b>	<b>27,180.00</b>	<b>57.71</b>
<b>Dept 1460</b>	<b>RECORDS MANAGEMENT</b>								
0004	CONTRACTUAL & MISC.	0.00	1,000.00	1,000.00	110.04	889.96	0.00	889.96	11.00

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1460</b>	<b>RECORDS MANAGEMENT EXPENSE</b>								
<b>Total Dept 1460</b>	<b>RECORDS MANAGEMENT</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>110.04</b>	<b>889.96</b>	<b>0.00</b>	<b>889.96</b>	<b>11.00</b>
<b>Dept 1490</b>	<b>PUBLIC WORKS</b>								
0001	PERSONAL SERVICES	8,149.38	225,069.00	225,069.00	199,302.11	25,766.89	0.00	25,766.89	88.55
0002	EQUIPMENT & CAPITAL OUTLAY	73.59	1,000.00	104,500.00	103,875.26	624.74	250.00	374.74	99.40
0004	CONTRACTUAL & MISC. EXPENSE	307.77	19,320.00	19,320.00	12,943.42	6,376.58	966.83	5,409.75	66.99
<b>Total Dept 1490</b>	<b>PUBLIC WORKS</b>	<b>8,530.74</b>	<b>245,389.00</b>	<b>348,889.00</b>	<b>316,120.79</b>	<b>32,768.21</b>	<b>1,216.83</b>	<b>31,551.38</b>	<b>90.61</b>
<b>Dept 1620</b>	<b>BUILDING</b>								
0001	PERSONAL SERVICES	189.00	4,652.00	4,652.00	3,081.38	1,570.62	0.00	1,570.62	66.24
0004	CONTRACTUAL & MISC. EXPENSE	1,658.52	268,829.00	268,904.30	167,744.01	101,160.29	548.31	100,611.98	62.38
<b>Total Dept 1620</b>	<b>BUILDING</b>	<b>1,847.52</b>	<b>273,481.00</b>	<b>273,556.30</b>	<b>170,825.39</b>	<b>102,730.91</b>	<b>548.31</b>	<b>102,182.60</b>	<b>62.45</b>
<b>Dept 1670</b>	<b>CENTRAL MAILING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	64,300.00	64,300.00	29,697.95	34,602.05	0.00	34,602.05	46.19
<b>Total Dept 1670</b>	<b>CENTRAL MAILING</b>	<b>0.00</b>	<b>64,300.00</b>	<b>64,300.00</b>	<b>29,697.95</b>	<b>34,602.05</b>	<b>0.00</b>	<b>34,602.05</b>	<b>46.19</b>
<b>Dept 1680</b>	<b>DATA PROCESSING</b>								
0001	PERSONAL SERVICES	6,663.10	175,864.00	175,864.00	157,163.31	18,700.69	0.00	18,700.69	89.37
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	2,500.00	2,500.00	2,431.91	68.09	0.00	68.09	97.28
0004	CONTRACTUAL & MISC. EXPENSE	6,712.10	132,520.00	150,808.00	100,332.07	50,475.93	41,941.25	8,534.68	66.53
<b>Total Dept 1680</b>	<b>DATA PROCESSING</b>	<b>13,375.20</b>	<b>310,884.00</b>	<b>329,172.00</b>	<b>259,927.29</b>	<b>69,244.71</b>	<b>41,941.25</b>	<b>27,303.46</b>	<b>78.96</b>
<b>Dept 1910</b>	<b>UNALLOCATED INSURANCE</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	185,000.00	195,000.00	190,979.11	4,020.89	0.00	4,020.89	97.94
<b>Total Dept 1910</b>	<b>UNALLOCATED INSURANCE</b>	<b>0.00</b>	<b>185,000.00</b>	<b>195,000.00</b>	<b>190,979.11</b>	<b>4,020.89</b>	<b>0.00</b>	<b>4,020.89</b>	<b>97.94</b>
<b>Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
<b>Total Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>	<b>0.00</b>	<b>1,750.00</b>	<b>1,750.00</b>	<b>250.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>14.29</b>
<b>Dept 1930</b>	<b>JUDGEMENTS/CLAIMS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	4,000.00	4,000.00	1,165.41	2,834.59	0.00	2,834.59	29.14
<b>Total Dept 1930</b>	<b>JUDGEMENTS/CLAIMS</b>	<b>0.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>1,165.41</b>	<b>2,834.59</b>	<b>0.00</b>	<b>2,834.59</b>	<b>29.14</b>
<b>Dept 1950</b>	<b>PROPERTY TAX</b>								
0004	CONTRACTUAL & MISC.	0.00	16,500.00	16,500.00	6,549.38	9,950.62	0.00	9,950.62	39.69

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1950</b>	<b>PROPERTY TAX EXPENSE</b>								
<b>Total Dept 1950</b>	<b>PROPERTY TAX</b>	<b>0.00</b>	<b>16,500.00</b>	<b>16,500.00</b>	<b>6,549.38</b>	<b>9,950.62</b>	<b>0.00</b>	<b>9,950.62</b>	<b>39.69</b>
<b>Dept 1989</b>	<b>UNCLASSIFIED</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	168,609.00	285,847.99	128,796.05	157,051.94	33,219.00	123,832.94	45.06
<b>Total Dept 1989</b>	<b>UNCLASSIFIED</b>	<b>0.00</b>	<b>168,609.00</b>	<b>285,847.99</b>	<b>128,796.05</b>	<b>157,051.94</b>	<b>33,219.00</b>	<b>123,832.94</b>	<b>45.06</b>
<b>Dept 1990</b>	<b>CONTINGENCY</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	184,612.00	146,482.00	0.00	146,482.00	0.00	146,482.00	0.00
<b>Total Dept 1990</b>	<b>CONTINGENCY</b>	<b>0.00</b>	<b>184,612.00</b>	<b>146,482.00</b>	<b>0.00</b>	<b>146,482.00</b>	<b>0.00</b>	<b>146,482.00</b>	<b>0.00</b>
<b>Dept 2620</b>	<b>CUSTODIAL</b>								
0001	PERSONAL SERVICES	14,391.40	391,081.00	391,081.00	344,814.56	46,266.44	0.00	46,266.44	88.17
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	3,300.00	68,580.00	66,226.45	2,353.55	450.00	1,903.55	96.57
0004	CONTRACTUAL & MISC. EXPENSE	5,464.23	163,859.00	179,099.95	172,497.50	6,602.45	1,875.13	4,727.32	96.31
<b>Total Dept 2620</b>	<b>CUSTODIAL</b>	<b>19,855.63</b>	<b>558,240.00</b>	<b>638,760.95</b>	<b>583,538.51</b>	<b>55,222.44</b>	<b>2,325.13</b>	<b>52,897.31</b>	<b>91.35</b>
<b>Dept 3120</b>	<b>CROSSING GUARDS</b>								
0001	PERSONAL SERVICES	5,666.05	139,213.00	139,213.00	131,469.14	7,743.86	0.00	7,743.86	94.44
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,450.00	1,450.00	328.94	1,121.06	830.00	291.06	22.69
<b>Total Dept 3120</b>	<b>CROSSING GUARDS</b>	<b>5,666.05</b>	<b>140,663.00</b>	<b>140,663.00</b>	<b>131,798.08</b>	<b>8,864.92</b>	<b>830.00</b>	<b>8,034.92</b>	<b>93.70</b>
<b>Dept 3310</b>	<b>TRAFFIC</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	13,000.00	13,000.00	13,000.00	0.00	0.00	0.00	100.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	7,800.00	9,650.00	6,831.95	2,818.05	950.00	1,868.05	70.80
<b>Total Dept 3310</b>	<b>TRAFFIC</b>	<b>0.00</b>	<b>20,800.00</b>	<b>22,650.00</b>	<b>19,831.95</b>	<b>2,818.05</b>	<b>950.00</b>	<b>1,868.05</b>	<b>87.56</b>
<b>Dept 3510</b>	<b>CONTROL OF ANIMALS</b>								
0001	PERSONAL SERVICES	2,267.69	60,800.00	60,800.00	55,297.24	5,502.76	0.00	5,502.76	90.95
0004	CONTRACTUAL & MISC. EXPENSE	58.79	9,414.00	9,414.00	1,671.66	7,742.34	0.00	7,742.34	17.76
<b>Total Dept 3510</b>	<b>CONTROL OF ANIMALS</b>	<b>2,326.48</b>	<b>70,214.00</b>	<b>70,214.00</b>	<b>56,968.90</b>	<b>13,245.10</b>	<b>0.00</b>	<b>13,245.10</b>	<b>81.14</b>
<b>Dept 4210</b>	<b>YOUTH SERVICES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	57,671.00	57,671.00	52,865.12	4,805.88	0.00	4,805.88	91.67
<b>Total Dept 4210</b>	<b>YOUTH SERVICES</b>	<b>0.00</b>	<b>57,671.00</b>	<b>57,671.00</b>	<b>52,865.12</b>	<b>4,805.88</b>	<b>0.00</b>	<b>4,805.88</b>	<b>91.67</b>
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,500.00	1,500.00	35.00	1,465.00	0.00	1,465.00	2.33

# TOWN OF PITTSFORD

## Expense Control Report

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>35.00</b>	<b>1,465.00</b>	<b>0.00</b>	<b>1,465.00</b>	<b>2.33</b>
<b>Dept 5010</b>	<b>SUPERINTENDENT OF HIGHWAYS</b>								
0001	PERSONAL SERVICES	2,071.30	53,723.00	53,723.00	50,747.42	2,975.58	0.00	2,975.58	94.46
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	167.71	332.29	0.00	332.29	33.54
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,200.00	1,200.00	1,146.10	53.90	0.00	53.90	95.51
<b>Total Dept 5010</b>	<b>SUPERINTENDENT OF HIGHWAYS</b>	<b>2,071.30</b>	<b>55,423.00</b>	<b>55,423.00</b>	<b>52,061.23</b>	<b>3,361.77</b>	<b>0.00</b>	<b>3,361.77</b>	<b>93.93</b>
<b>Dept 5132</b>	<b>HIGHWAY GARAGE</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	34,500.00	34,500.00	21,969.27	12,530.73	6,974.00	5,556.73	63.68
0004	CONTRACTUAL & MISC. EXPENSE	2,007.95	53,928.00	54,778.00	41,266.99	13,511.01	975.00	12,536.01	75.33
<b>Total Dept 5132</b>	<b>HIGHWAY GARAGE</b>	<b>2,007.95</b>	<b>88,428.00</b>	<b>89,278.00</b>	<b>63,236.26</b>	<b>26,041.74</b>	<b>7,949.00</b>	<b>18,092.74</b>	<b>70.83</b>
<b>Dept 5182</b>	<b>STREET LIGHTING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	34,600.00	45,659.96	31,602.15	14,057.81	1,619.89	12,437.92	69.21
<b>Total Dept 5182</b>	<b>STREET LIGHTING</b>	<b>0.00</b>	<b>34,600.00</b>	<b>45,659.96</b>	<b>31,602.15</b>	<b>14,057.81</b>	<b>1,619.89</b>	<b>12,437.92</b>	<b>69.21</b>
<b>Dept 6410</b>	<b>PUBLICITY</b>								
0001	PERSONAL SERVICES	2,661.27	69,193.00	69,193.00	64,668.90	4,524.10	0.00	4,524.10	93.46
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	0.00	42,084.00	42,084.00	5,851.84	36,232.16	0.00	36,232.16	13.91
<b>Total Dept 6410</b>	<b>PUBLICITY</b>	<b>2,661.27</b>	<b>111,777.00</b>	<b>111,777.00</b>	<b>70,520.74</b>	<b>41,256.26</b>	<b>0.00</b>	<b>41,256.26</b>	<b>63.09</b>
<b>Dept 6510</b>	<b>VETERANS SERVICE</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	300.00	300.00	300.00	0.00	0.00	0.00	100.00
<b>Total Dept 6510</b>	<b>VETERANS SERVICE</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 6772</b>	<b>PROGRAMS FOR AGING</b>								
0001	PERSONAL SERVICES	3,163.91	165,918.00	165,918.00	76,102.15	89,815.85	0.00	89,815.85	45.87
0004	CONTRACTUAL & MISC. EXPENSE	589.84	93,790.00	96,487.12	23,713.18	72,773.94	0.00	72,773.94	24.58
<b>Total Dept 6772</b>	<b>PROGRAMS FOR AGING</b>	<b>3,753.75</b>	<b>259,708.00</b>	<b>262,405.12</b>	<b>99,815.33</b>	<b>162,589.79</b>	<b>0.00</b>	<b>162,589.79</b>	<b>38.04</b>
<b>Dept 7020</b>	<b>RECREATION ADMINISTRATION</b>								
0001	PERSONAL SERVICES	15,706.38	707,467.00	641,142.00	433,674.76	207,467.24	0.00	207,467.24	67.64
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	5,000.00	5,000.00	4,248.28	751.72	0.00	751.72	84.97
0004	CONTRACTUAL & MISC.	15,756.34	371,090.00	371,381.97	167,577.29	203,804.68	0.00	203,804.68	45.12





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		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 9710</b>	<b>SERIAL BONDS</b>								
<b>Dept 9710</b>	<b>SERIAL BONDS</b>	<b>4,006.26</b>	<b>104,319.00</b>	<b>104,319.00</b>	<b>104,318.76</b>	<b>0.24</b>	<b>0.00</b>	<b>0.24</b>	<b>100.00</b>
<b>Dept 9901</b>	<b>INTERFUND TRANSFERS</b>								
0009	INTERFUND TRANSFERS	0.00	2,102,893.00	2,102,893.00	2,102,893.00	0.00	0.00	0.00	100.00
<b>Total Dept 9901</b>	<b>INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>2,102,893.00</b>	<b>2,102,893.00</b>	<b>2,102,893.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 9950</b>	<b>TRANSFER TO CAPITAL PROJECTS</b>								
0009	INTERFUND TRANSFERS	0.00	200,000.00	150,000.00	9,000.00	141,000.00	0.00	141,000.00	6.00
<b>Total Dept 9950</b>	<b>TRANSFER TO CAPITAL PROJECTS</b>	<b>0.00</b>	<b>200,000.00</b>	<b>150,000.00</b>	<b>9,000.00</b>	<b>141,000.00</b>	<b>0.00</b>	<b>141,000.00</b>	<b>6.00</b>
<b>Total Fund 0001</b>	<b>GENERAL FUND</b>	<b>182,850.37</b>	<b>11,140,205.00</b>	<b>11,431,228.19</b>	<b>9,028,477.57</b>	<b>2,402,750.62</b>	<b>120,688.56</b>	<b>2,282,062.06</b>	<b>78.98</b>



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		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0002</b>	<b>PART TOWN FUND</b>								
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	18,917.00	18,917.00	18,134.24	782.76	0.00	782.76	95.86
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>18,917.00</b>	<b>18,917.00</b>	<b>18,134.24</b>	<b>782.76</b>	<b>0.00</b>	<b>782.76</b>	<b>95.86</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	325.00	325.00	272.22	52.78	0.00	52.78	83.76
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>325.00</b>	<b>325.00</b>	<b>272.22</b>	<b>52.78</b>	<b>0.00</b>	<b>52.78</b>	<b>83.76</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	1,100.00	1,100.00	1,019.47	80.53	0.00	80.53	92.68
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>0.00</b>	<b>1,100.00</b>	<b>1,100.00</b>	<b>1,019.47</b>	<b>80.53</b>	<b>0.00</b>	<b>80.53</b>	<b>92.68</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	2,874.59	133,487.00	133,487.00	150,815.43	(17,328.43)	0.00	(17,328.43)	112.98
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>2,874.59</b>	<b>133,487.00</b>	<b>133,487.00</b>	<b>150,815.43</b>	<b>(17,328.43)</b>	<b>0.00</b>	<b>(17,328.43)</b>	<b>112.98</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>
<b>Total Fund 0002</b>	<b>PART TOWN FUND</b>	<b>58,816.77</b>	<b>1,323,086.00</b>	<b>1,368,477.02</b>	<b>1,099,128.68</b>	<b>269,348.34</b>	<b>9,765.00</b>	<b>259,583.34</b>	<b>80.32</b>

# TOWN OF PITTSFORD

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0003</b>	<b>LIBRARY FUND</b>								
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	600.00	600.00	0.00	600.00	0.00	600.00	0.00
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>0.00</b>
<b>Dept 7410</b>	<b>LIBRARY</b>								
0001	PERSONAL SERVICES	25,436.60	913,526.00	893,862.00	634,082.69	259,779.31	0.00	259,779.31	70.94
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	23,910.00	27,910.00	21,875.20	6,034.80	0.00	6,034.80	78.38
0004	CONTRACTUAL & MISC. EXPENSE	18,282.57	235,551.00	246,889.82	202,560.14	44,329.68	11,463.71	32,865.97	82.04
<b>Total Dept 7410</b>	<b>LIBRARY</b>	<b>43,719.17</b>	<b>1,172,987.00</b>	<b>1,168,661.82</b>	<b>858,518.03</b>	<b>310,143.79</b>	<b>11,463.71</b>	<b>298,680.08</b>	<b>73.46</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	90,932.00	92,932.00	92,500.82	431.18	0.00	431.18	99.54
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>90,932.00</b>	<b>92,932.00</b>	<b>92,500.82</b>	<b>431.18</b>	<b>0.00</b>	<b>431.18</b>	<b>99.54</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	1,939.34	69,885.00	67,885.00	49,145.34	18,739.66	0.00	18,739.66	72.39
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>1,939.34</b>	<b>69,885.00</b>	<b>67,885.00</b>	<b>49,145.34</b>	<b>18,739.66</b>	<b>0.00</b>	<b>18,739.66</b>	<b>72.39</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	11,000.00	11,000.00	7,369.12	3,630.88	0.00	3,630.88	66.99
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>7,369.12</b>	<b>3,630.88</b>	<b>0.00</b>	<b>3,630.88</b>	<b>66.99</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	350.00	350.00	272.10	77.90	0.00	77.90	77.74
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>350.00</b>	<b>350.00</b>	<b>272.10</b>	<b>77.90</b>	<b>0.00</b>	<b>77.90</b>	<b>77.74</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	500.00	20,164.00	17,721.53	2,442.47	0.00	2,442.47	87.89
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>500.00</b>	<b>20,164.00</b>	<b>17,721.53</b>	<b>2,442.47</b>	<b>0.00</b>	<b>2,442.47</b>	<b>87.89</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	1,500.00	1,500.00	902.74	597.26	0.00	597.26	60.18
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>902.74</b>	<b>597.26</b>	<b>0.00</b>	<b>597.26</b>	<b>60.18</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	56.94	156,665.00	156,665.00	159,240.70	(2,575.70)	0.00	(2,575.70)	101.64
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>56.94</b>	<b>156,665.00</b>	<b>156,665.00</b>	<b>159,240.70</b>	<b>(2,575.70)</b>	<b>0.00</b>	<b>(2,575.70)</b>	<b>101.64</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	300.00	300.00	141.75	158.25	47.25	111.00	47.25
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>141.75</b>	<b>158.25</b>	<b>47.25</b>	<b>111.00</b>	<b>47.25</b>
<b>Total Fund 0003</b>	<b>LIBRARY FUND</b>	<b>45,715.45</b>	<b>1,504,719.00</b>	<b>1,520,057.82</b>	<b>1,185,812.13</b>	<b>334,245.69</b>	<b>11,510.96</b>	<b>322,734.73</b>	<b>78.01</b>

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>								
<b>Dept 1989</b>	<b>UNCLASSIFIED</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	317,553.00	386,221.00	161,166.66	225,054.34	214,627.00	10,427.34	41.73
<b>Total Dept 1989</b>	<b>UNCLASSIFIED</b>	<b>0.00</b>	<b>317,553.00</b>	<b>386,221.00</b>	<b>161,166.66</b>	<b>225,054.34</b>	<b>214,627.00</b>	<b>10,427.34</b>	<b>41.73</b>
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,000.00	2,000.00	220.00	1,780.00	0.00	1,780.00	11.00
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>220.00</b>	<b>1,780.00</b>	<b>0.00</b>	<b>1,780.00</b>	<b>11.00</b>
<b>Dept 5130</b>	<b>MACHINERY</b>								
0001	PERSONAL SERVICES	3,940.92	90,299.00	90,299.00	72,889.47	17,409.53	0.00	17,409.53	80.72
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	8,700.00	8,700.00	8,456.89	243.11	0.00	243.11	97.21
0004	CONTRACTUAL & MISC. EXPENSE	10,486.42	164,700.00	219,894.06	194,612.96	25,281.10	3,832.00	21,449.10	88.50
<b>Total Dept 5130</b>	<b>MACHINERY</b>	<b>14,427.34</b>	<b>263,699.00</b>	<b>318,893.06</b>	<b>275,959.32</b>	<b>42,933.74</b>	<b>3,832.00</b>	<b>39,101.74</b>	<b>86.54</b>
<b>Dept 5140</b>	<b>BRUSH &amp; WEEDS</b>								
0001	PERSONAL SERVICES	0.00	20,000.00	20,000.00	6,132.00	13,868.00	0.00	13,868.00	30.66
<b>Total Dept 5140</b>	<b>BRUSH &amp; WEEDS</b>	<b>0.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>6,132.00</b>	<b>13,868.00</b>	<b>0.00</b>	<b>13,868.00</b>	<b>30.66</b>
<b>Dept 5142</b>	<b>SNOW REMOVAL</b>								
0001	PERSONAL SERVICES	89,530.71	884,687.00	884,687.00	719,686.70	165,000.30	0.00	165,000.30	81.35
0004	CONTRACTUAL & MISC. EXPENSE	13,997.66	467,350.00	448,700.58	404,545.24	44,155.34	4,061.58	40,093.76	90.16
<b>Total Dept 5142</b>	<b>SNOW REMOVAL</b>	<b>103,528.37</b>	<b>1,352,037.00</b>	<b>1,333,387.58</b>	<b>1,124,231.94</b>	<b>209,155.64</b>	<b>4,061.58</b>	<b>205,094.06</b>	<b>84.31</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	150,867.00	150,867.00	139,398.91	11,468.09	0.00	11,468.09	92.40
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>150,867.00</b>	<b>150,867.00</b>	<b>139,398.91</b>	<b>11,468.09</b>	<b>0.00</b>	<b>11,468.09</b>	<b>92.40</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	7,180.02	76,346.00	76,346.00	63,504.39	12,841.61	0.00	12,841.61	83.18
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>7,180.02</b>	<b>76,346.00</b>	<b>76,346.00</b>	<b>63,504.39</b>	<b>12,841.61</b>	<b>0.00</b>	<b>12,841.61</b>	<b>83.18</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	74,500.00	74,500.00	66,039.40	8,460.60	0.00	8,460.60	88.64
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>74,500.00</b>	<b>74,500.00</b>	<b>66,039.40</b>	<b>8,460.60</b>	<b>0.00</b>	<b>8,460.60</b>	<b>88.64</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	875.00	875.00	642.60	232.40	0.00	232.40	73.44
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>875.00</b>	<b>875.00</b>	<b>642.60</b>	<b>232.40</b>	<b>0.00</b>	<b>232.40</b>	<b>73.44</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>								
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	2,461.00	2,461.00	1,931.54	529.46	0.00	529.46	78.49
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>0.00</b>	<b>2,461.00</b>	<b>2,461.00</b>	<b>1,931.54</b>	<b>529.46</b>	<b>0.00</b>	<b>529.46</b>	<b>78.49</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	331.26	405,017.00	405,017.00	379,703.35	25,313.65	0.00	25,313.65	93.75
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>331.26</b>	<b>405,017.00</b>	<b>405,017.00</b>	<b>379,703.35</b>	<b>25,313.65</b>	<b>0.00</b>	<b>25,313.65</b>	<b>93.75</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	200.00	200.00	140.36	59.64	55.10	4.54	70.18
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>140.36</b>	<b>59.64</b>	<b>55.10</b>	<b>4.54</b>	<b>70.18</b>
<b>Total Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>	<b>125,466.99</b>	<b>2,668,555.00</b>	<b>2,773,767.64</b>	<b>2,219,070.47</b>	<b>554,697.17</b>	<b>222,575.68</b>	<b>332,121.49</b>	<b>80.00</b>

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>								
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,600.00	2,600.00	1,890.00	710.00	0.00	710.00	72.69
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>2,600.00</b>	<b>2,600.00</b>	<b>1,890.00</b>	<b>710.00</b>	<b>0.00</b>	<b>710.00</b>	<b>72.69</b>
<b>Dept 5110</b>	<b>GENERAL REPAIRS</b>								
0001	PERSONAL SERVICES	5,409.56	1,529,083.00	1,529,083.00	1,315,265.28	213,817.72	0.00	213,817.72	86.02
0004	CONTRACTUAL & MISC. EXPENSE	36,975.79	1,054,598.00	1,295,797.56	1,276,419.90	19,377.66	18,884.48	493.18	98.50
<b>Total Dept 5110</b>	<b>GENERAL REPAIRS</b>	<b>42,385.35</b>	<b>2,583,681.00</b>	<b>2,824,880.56</b>	<b>2,591,685.18</b>	<b>233,195.38</b>	<b>18,884.48</b>	<b>214,310.90</b>	<b>91.74</b>
<b>Dept 5112</b>	<b>IMPROVEMENTS</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	17,547.00	196,324.00	266,871.00	256,969.92	9,901.08	9,900.00	1.08	96.29
<b>Total Dept 5112</b>	<b>IMPROVEMENTS</b>	<b>17,547.00</b>	<b>196,324.00</b>	<b>266,871.00</b>	<b>256,969.92</b>	<b>9,901.08</b>	<b>9,900.00</b>	<b>1.08</b>	<b>96.29</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	180,914.00	180,914.00	151,942.71	28,971.29	0.00	28,971.29	83.99
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>180,914.00</b>	<b>180,914.00</b>	<b>151,942.71</b>	<b>28,971.29</b>	<b>0.00</b>	<b>28,971.29</b>	<b>83.99</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	407.07	117,281.00	117,281.00	98,159.10	19,121.90	0.00	19,121.90	83.70
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>407.07</b>	<b>117,281.00</b>	<b>117,281.00</b>	<b>98,159.10</b>	<b>19,121.90</b>	<b>0.00</b>	<b>19,121.90</b>	<b>83.70</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	219,501.00	219,501.00	152,858.10	66,642.90	0.00	66,642.90	69.64
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>219,501.00</b>	<b>219,501.00</b>	<b>152,858.10</b>	<b>66,642.90</b>	<b>0.00</b>	<b>66,642.90</b>	<b>69.64</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	800.00	800.00	607.48	192.52	0.00	192.52	75.94
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>800.00</b>	<b>800.00</b>	<b>607.48</b>	<b>192.52</b>	<b>0.00</b>	<b>192.52</b>	<b>75.94</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	2,307.96	692.04	0.00	692.04	76.93
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>2,307.96</b>	<b>692.04</b>	<b>0.00</b>	<b>692.04</b>	<b>76.93</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	2,400.00	2,400.00	1,841.22	558.78	0.00	558.78	76.72
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>0.00</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>1,841.22</b>	<b>558.78</b>	<b>0.00</b>	<b>558.78</b>	<b>76.72</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	113.61	460,850.00	460,850.00	446,046.39	14,803.61	0.00	14,803.61	96.79
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>113.61</b>	<b>460,850.00</b>	<b>460,850.00</b>	<b>446,046.39</b>	<b>14,803.61</b>	<b>0.00</b>	<b>14,803.61</b>	<b>96.79</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	300.00	300.00	177.14	122.86	55.15	67.71	59.05

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2020 Period From: 1 To: 12

		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>								
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>177.14</b>	<b>122.86</b>	<b>55.15</b>	<b>67.71</b>	<b>59.05</b>
<b>Total Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>	<b>60,453.03</b>	<b>3,767,651.00</b>	<b>4,079,397.56</b>	<b>3,704,485.20</b>	<b>374,912.36</b>	<b>28,839.63</b>	<b>346,072.73</b>	<b>90.81</b>
<b>Grand Total</b>		<b>473,302.61</b>	<b>20,404,216.00</b>	<b>21,172,928.23</b>	<b>17,236,974.05</b>	<b>3,935,954.18</b>	<b>393,379.83</b>	<b>3,542,574.35</b>	<b>81.41</b>

NOTE: One or more accounts may not be printed due to Account Table restrictions.

**PREPAID ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
CINTAS CORPORATION #411	BWL	149450	4059885540	RUG & MOP SERVICE	152.27
	BWL	149451	4059249460	RUG & MOP SERVICE	73.31
<b>VENDOR TOTAL</b>					<b>225.58</b>
EXCELLUS	BWL	149467	55086-0002:	DENTAL ADMIN FEES: GOV SERVICES	65.70
	BWL	149467	55086-0003:	DENTAL ADMIN FEES: BLDG MAINT	43.80
	BWL	149467	55086-0004:	DENTAL ADMIN FEES: DPW ADMIN	17.52
	BWL	149467	55086-0005:	DENTAL ADMIN FEES: IT	13.14
	BWL	149467	55086-0001:	DENTAL ADMIN FEES: GEN ADMIN	52.56
	BWL	149467	55086-0006:	DENTAL ADMIN FEES: REC	43.80
	BWL	149467	55086-0007:	DENTAL ADMIN FEES: PARKS	56.94
	BWL	149467	55086-0008:	DENTAL ADMIN FEES: P & Z	43.80
	BWL	149467	55086-0009:	DENTAL ADMIN FEES: GIS	4.38
	BWL	149467	55086-0010:	DENTAL ADMIN FEES: LIBRARY	56.94
	BWL	149467	55086-0011:	DENTAL ADMIN FEES: HWY MECHANICS	13.14
	BWL	149467	55086-0012:	DENTAL ADMIN FEES: HWY	284.70
	BWL	149467	55086-0013:	DENTAL ADMIN FEES: PSD	74.46
	BWL	149467	55086-0014:	DENTAL ADMIN FEES: PFD	13.14
<b>VENDOR TOTAL</b>					<b>784.02</b>
FIDELITY SECURITY LIFE COMPANY OF NY	BWL	149447	164586769	EYE MED MONTHLY PAYMENT - DECEMBER	352.64
<b>VENDOR TOTAL</b>					<b>352.64</b>
FRONTIER COMMUNICATIONS	JB	149456	11/22/6431-052517-6	IT DEPT EMERGENCY PHONE SERVICE 11/22/20	28.84
	PJS	149464	585-100-1313-010717-6	PUMP STATIONS PHONE LINES	283.89
	BWL	149466	585-100-2618-050219-6:DEC	MONTHLY PHONE PAYMENT	1,160.82
<b>VENDOR TOTAL</b>					<b>1,473.55</b>
MUTUAL OF OMAHA	BWL	149446	001141630685	LIFE & DISABILITY INSURANCE PREMIUM	2,992.26
<b>VENDOR TOTAL</b>					<b>2,992.26</b>

PREPAID ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
MVP HEALTH CARE	BWL	149443	000014311347: DEC	MONTHLY HEALTH CARE BILL	150,345.87
	BWL	149444	000014312867: DEC	MVP GOLD MONTHLY PREMIUM	25,288.26
	BWL	149445	000014324401:DEC	MVP CARVE-OUT MONTHLY PREMIUM	5,948.40
<b>VENDOR TOTAL</b>					<b>181,582.53</b>
ROCHESTER GAS & ELECTRIC	BWL	149448	17900200185	MONTHLY STREET LIGHTING PAYMENT	6,262.43
	PJS	149452	17900200261	ELECT & GAS - TOWN WIDE	9,097.22
	PJS	149465	11232020	ELECTRIC - 631 MARSH RD	145.04
<b>VENDOR TOTAL</b>					<b>15,504.69</b>
TIME WARNER COMMUNICATION	JB	149453	138786301111820	BUSINESS CLASS DIGITAL ADAPTERS 11/17/20	33.81
	JB	149454	129319401112320	FIBER INTERNET 50MBPS & 5 STATIC IPS - 1	499.00
<b>VENDOR TOTAL</b>					<b>532.81</b>
USI INSURANCE SERVICES LLC	BWL	149449	3462555	ADD VEHICLE ENDORSEMENT	166.00
<b>VENDOR TOTAL</b>					<b>166.00</b>
VERIZON WIRELESS	PJS	149417	9866718648	MONTHLY CELL PHONE CHARGES	485.08
	JB	149429	9866718648-1	PHONE EQUIPMENT UPGRADE	64.98
<b>VENDOR TOTAL</b>					<b>550.06</b>
<b>REPORT TOTAL</b>					<b>204,164.14</b>

END OF REPORT

# MEMORANDUM

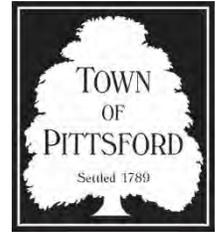
To: Town Board

From: Brian Luke

Date: December 11, 2020

Regarding: PERMA Workers Compensation

For Meeting On: December 15, 2020



The Town currently engages Public Employer Risk Management Association (PERMA) to provide Workers Compensation insurance. The current policy will expire on January 1, 2021. I recommend that the Town continue its relationship with PERMA and sign the insurance renewal document for coverage effective January 2, 2021.

**Be it resolved, the Town Supervisor is authorized to sign the policy renewal with PERMA for Workers Compensation insurance.**



**Public Employer Risk Management Association, Inc.**

9 Cornell Road, Latham, NY 12110

Toll Free in US (888) 737-6269

www.perma.org

**Managed by Northeast Association Management, Inc.**

**Multiple Year Contract Option**  
**Workers Compensation and Employers Liability Pricing Indication**

**Quote Date:** December 8, 2020

**Quotation For:**

**Broker of Record** 1228-1

Town of Pittsford 11 South Main Street Pittsford, NY 14534	Christopher Williams Agency, Inc. 26 South Main Street, PO Box 449 Pittsford, NY 14534
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Dear Broker,

In addition to the standard, single year offer previously provided, we are pleased to offer the following two-year contract option for the Town of Pittsford:

**2 Year Contract Option**

<b>Contribution for Year One 1/1/2021-1/1/2022:</b>	\$292,163
NYS Workers' Compensation Assessment:	\$ 16,770
Total Estimated Contribution & Assessment:	\$308,933
3% Early Renewal Credit:	(\$8,765)
2% credit to Annual Contribution, if paid in full:	(\$5,668)
<b>Total Estimated Coverage Cost due PERMA, if paid in full:</b>	<b>\$294,500</b>

**Contribution for Year Two 1/1/2022 - 1/1/2023**

Cost is excluding New York State Assessment (see terms and conditions):

- **\$269,228** (If the Loss Ratio in year one is less than 30%)
- **\$283,398** (If the Loss Ratio in year one is between 30%-50%)
- **\$297,568** (If the Loss Ratio in year one is greater than 50%)

\*\*We would estimate the NYS Workers' Compensation Assessment of **\$17,105** for budgeting purposes for the 1/1/2022-1/1/2023 Year-see Terms and Conditions below. Actual rates for next years' assessment will not be known until 10/1/2021\*\*

**Terms and Conditions**

<ul style="list-style-type: none"> <li>• If the Member seeks to terminate the agreement prior to 1/1/2023, a short-rate penalty will apply to a total contribution \$580,965</li> <li>• A payroll audit will be performed, however, this is only to verify that the exposure estimates are accurate for coding and excess insurance purposes – A change in contribution will NOT be processed.</li> <li>• The contribution for Year Two of the contract will depend on the resulting loss experience from 1/1/2021–11/30/2021. For purposes of this calculation, Loss Ratio is defined as incurred losses divided by earned contribution as of 11/30/2021.</li> <li>• In addition to the Year Two contribution indicated above, the member is responsible for the applicable NYS Workers Compensation Board (WCB) Assessments. PERMA is required to collect this on behalf of the WCB and pass through the monies to the WCB when invoiced. WCB additionally may audit the related payrolls quarterly and adjust the billing as needed.</li> </ul>
--

**This is a quotation only and is not a binder or a guarantee of coverage.**

Jennifer Bromada

12/8/2020

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
ADAMS LECLAIR LLP	BWL	149681	44894	CANANDAIGUA NATIONAL BANK	120.00
	BWL	149681	44895	MARK GIANNINY	180.00
	BWL	149681	44896	NORTHFIELD COMMONS	90.00
	BWL	149681	44897	GENERAL	150.00
	BWL	149681	44899	BIRNBAUM COMPANIES	60.00
	BWL	149681	44893	BUCKINGHAM PROPERTIES	180.00
	<b>VENDOR TOTAL</b>				
AMERICAN MANTLE COMPANY	PJS	149708	20999	GAS LIGHTS FOR TOBEY ESTATES	90.75
<b>VENDOR TOTAL</b>					<b>90.75</b>
ART PARTS SIGNS, INC.	PHD	149662	1534	JUDGE ANSALDI'S OFFICE DOOR SIGN	45.00
<b>VENDOR TOTAL</b>					<b>45.00</b>
ASSOCIATION OF TOWNS OF NEW YORK STATE	BWL	149668	08032020	2021 ASSOCIATION DUES	1,650.00
<b>VENDOR TOTAL</b>					<b>1,650.00</b>
BENEFIT RESOURCE, LLC	BWL	149678	596062	FSA ADMIN FEES - NOVEMBER	141.75
<b>VENDOR TOTAL</b>					<b>141.75</b>
BLUE 360 MEDIA	PHD	149663	201008	PENAL, CPL & NYS VTL BOOKS	135.50
<b>VENDOR TOTAL</b>					<b>135.50</b>
CAMPBELLNET SOLUTIONS	JB	149660	2020602	SWITCH & EMERGENCY SERVICE	2,835.00
<b>VENDOR TOTAL</b>					<b>2,835.00</b>
CASELLA WASTE MANAGEMENT OF N.Y., INC.	PJS	149705	504422	30 YARD DUMPSTER	95.50

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>95.50</b>
CHASE CARD SERVICES	BWL	149666	43407334	OFFICE SUPPLIES	38.45
	BWL	149675	12102020	WELLNESS GRANT AWARDS	122.17
	JRH	149700	#6152093737057	RECREATION PROGRAM SUPPLIES	64.99
				<b>VENDOR TOTAL</b>	<b>225.61</b>
CONCORD ELECTRIC CORPORATION	PJS	149717	TP2000.1215	INSTALL OF SECURITY LOCKS & TROPHY CASE	16,079.00
				<b>VENDOR TOTAL</b>	<b>16,079.00</b>
CONSTELLATION NEW ENERGY, INC.	BWL	149665	5463604-25:NOV	STREET LIGHTING STONETOWN - NOVEMBER	38.38
				<b>VENDOR TOTAL</b>	<b>38.38</b>
COOLEY GROUP, INC.	JRH	149701	112396-01	RECREATION LASER REFUND CHECKS	304.08
				<b>VENDOR TOTAL</b>	<b>304.08</b>
COPE	BWL	149697	11202020:RC	DECEASED SPOUSE MVP REFUND	150.33
				<b>VENDOR TOTAL</b>	<b>150.33</b>
DEMOCRAT & CHRONICLE	BWL	149691	DC1187406:JAN	JANUARY SUBSCRIPTION	45.00
				<b>VENDOR TOTAL</b>	<b>45.00</b>
DUKE COMPANY	PJS	149709	001464006	PLOW STAKES	184.60
				<b>VENDOR TOTAL</b>	<b>184.60</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
EASTERN METAL OF ELMIRA	PJS	149689	49487	CROSSING GUARD STOP SIGNS	795.69
				<b>VENDOR TOTAL</b>	<b>795.69</b>
FORBES COURT REPORTING SERVICES, LLC	PHD	149661	9	COURT REPORTING FOR DECEMBER 2020	100.00
				<b>VENDOR TOTAL</b>	<b>100.00</b>
FOSSIL INDUSTRIES INC.	PJS	149698	F91518	PARK TRAIL MARKERS	997.00
				<b>VENDOR TOTAL</b>	<b>997.00</b>
HARRIS BEACH PLLC	BWL	149679	2403094	EMPLOYMENT LAW COUNSEL	104.00
				<b>VENDOR TOTAL</b>	<b>104.00</b>
INSIGHT PUBLIC SECTOR	JB	149715	1100793917	MICROSOFT EXCHANGE ONLINE PLAN 2-SUBSCRI	10,022.25
				<b>VENDOR TOTAL</b>	<b>10,022.25</b>
INTERNATIONAL CODE COUNCIL	PJS	149684	3046616	CODE COMMENTARY BOOKS	1,123.20
				<b>VENDOR TOTAL</b>	<b>1,123.20</b>
JEWETT	JRH	149703	INVOICE 3	RECREATION HOLIDAY DECORATING	239.00
	PJS	149694	002	HOLIDAY DECORATIONS TOWN HALL	846.00
				<b>VENDOR TOTAL</b>	<b>1,085.00</b>
JOHN CLIFFORD SALES	PJS	149707	869	NYS INSPECTION	21.00
				<b>VENDOR TOTAL</b>	<b>21.00</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
LAING	BWL	149696	11202020:RL	MVP GOLD ELIGIBLE REFUND	901.97
				<b>VENDOR TOTAL</b>	<b>901.97</b>
M R B GROUP	BWL	149716	35189		700.00
	BWL	149716	35849		2,000.00
	BWL	149716	36174		1,931.90
	BWL	149716	36516		794.40
				<b>VENDOR TOTAL</b>	<b>5,426.30</b>
MILLER	BWL	149676	10132020	REIMBURSEMENT FOR 19TH AMENDMENT FLAGS	46.41
				<b>VENDOR TOTAL</b>	<b>46.41</b>
NOCO ENERGY CORP.	PJS	149704	SP11958325	ULSD SUPREME	504.77
				<b>VENDOR TOTAL</b>	<b>504.77</b>
NORTHERN NURSERIES, INC.	PJS	149713	M5097000032568	SAND	24.90
				<b>VENDOR TOTAL</b>	<b>24.90</b>
NYS CANAL CORPORATION	PJS	149683	12112020	2020-21 CANAL SNOW DUMPING PERMIT	75.00
				<b>VENDOR TOTAL</b>	<b>75.00</b>
NYS UNEMPLOYMENT INSURANCE	BWL	149690	04-605917: 3RD QTR	UNEMPLOYMENT INSURANCE 3RD QUARTER	16,899.48
				<b>VENDOR TOTAL</b>	<b>16,899.48</b>
PAYCHEX, INC.	BWL	149667	943936	TIME AND ATTENDANCE - DECEMBER	100.00
	BWL	149672	905731	ONBOARDING SERVICES - DECEMBER	100.00
	BWL	149680	2020112600	PAYROLL PROCESSING SERVICES - NOVEMBER	3,504.25

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
PAYCHEX, INC.	BWL	149692	9625833:DEC	ESR SERVICES - DECEMBER	285.80
	BWL	149693	10962284:DEC	PBA HSA FEE - DECEMBER	75.00
<b>VENDOR TOTAL</b>					<b>4,065.05</b>
PHOENIX GRAPHICS, INC.	BWL	149677	65453	MESSENGER SUMMER/FALL 2020	10,294.00
<b>VENDOR TOTAL</b>					<b>10,294.00</b>
PITTSFORD YOUTH SERVICES INCORPORATED	BWL	149671	3041	DECEMBER CONTRACT PAYMENT	4,805.92
<b>VENDOR TOTAL</b>					<b>4,805.92</b>
POWER DRIVES, INC. ROCHESTER	PJS	149712	RRS805948	GREASE FITTINGS	6.51
<b>VENDOR TOTAL</b>					<b>6.51</b>
PULSE OCCUPATIONAL MEDICINE OF ROCHESTER	BWL	149669	711	EMPLOYEE SCREENING	590.00
<b>VENDOR TOTAL</b>					<b>590.00</b>
REGIONAL INTERNATIONAL CORPORATION	PJS	149706	011161387P	#455 EXHAUST SENSOR	55.08
<b>VENDOR TOTAL</b>					<b>55.08</b>
ROCHESTER GAS & ELECTRIC	BWL	149670	0188930220000012	GAS LIGHTS - DECEMBER	64.19
<b>VENDOR TOTAL</b>					<b>64.19</b>
SEYREK SEALERS LLC	PJS	149702	2020NOV	MONTHLY REFUSE DISTRICTS	8,017.35
<b>VENDOR TOTAL</b>					<b>8,017.35</b>

**ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
SOFTWARE HOUSE INTERNATIONAL, INC.	JB	149659	B12716884	CITRIX VIRTUAL APPS (PRESENTATION SERVER	1,110.00
				<b>VENDOR TOTAL</b>	<b>1,110.00</b>
STATE COMPROLLER	BWL	149674	2636690-2020-09-01	STATE SHARE OF COURT FEES - SEPTEMBER	9,527.50
				<b>VENDOR TOTAL</b>	<b>9,527.50</b>
STRONG EAP	BWL	149673	TOP1220	EAP SERVICES - DECEMBER	175.31
				<b>VENDOR TOTAL</b>	<b>175.31</b>
TOSHIBA BUSINESS SOLUTIONS	LMD	149695	2870229	COPIER SUPPLIES	183.75
	PHD	149664	5414660	NOVEMBER COPIER BILL	27.90
	JRH	149687	5414265	SENIORS COPIER 11/10/2020-12/09/2020	7.09
	PJS	149710	5414242	HIGHWAY COPIER	37.07
	<b>VENDOR TOTAL</b>				<b>255.81</b>
TOWN OF PITTSFORD	PJS	149718	2020REFUSEADMIN	REFUSE DISTRICT ADMIN FEES	4,813.40
	BWL	149719	2020	2020 PARK DISTRICT CHARGEBACKS	3,766.05
	<b>VENDOR TOTAL</b>				<b>8,579.45</b>
ULINE INC.	PJS	149699	127398572		87.70
	PJS	149699	127398573		235.43
	<b>VENDOR TOTAL</b>				<b>323.13</b>
VIOLA STORAGE	PJS	149714	34289	40' QUAD DOOR STORAGE UNIT	120.00
				<b>VENDOR TOTAL</b>	<b>120.00</b>
W. W. GRAINGER, INC.	PJS	149711	9744339335	HVAC MOTOR FOR OFFICE UNIT	116.91

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
DECEMBER 2020

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
				<b>VENDOR TOTAL</b>	<b>116.91</b>
WEGMANS FOOD MARKETS INC	JRH	149686	3821420201201	SENIORS WEGMANS NOVEMBER 2020	213.47
	JRH	149685	0061020201201	RECREATION WEGMANS NOVEMBER 2020	297.82
				<b>VENDOR TOTAL</b>	<b>511.29</b>
WRIGHT	JRH	149688	1220	SENIORS HIGHLAND CHORUS INSTRUCTOR PAYME	180.00
				<b>VENDOR TOTAL</b>	<b>180.00</b>
				<b>REPORT TOTAL</b>	<b>109,724.97</b>

END OF REPORT

## Budget Transfers

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

That \$ 24,700.00 be transferred from 1.1989.2001.3.1 (WT – IT Replacement Schedule) and \$11,250.00 from 1.1989.2002.1.1 (WT - Office Equipment Replacement Schedule) to 1.9950.9000.1.1 (WT -Transfer to Capital) and that these funds then be transferred to the Whole Town Office Equipment Capital Reserve.

That \$62,598.00 be transferred from 1.1989.2025.2.7 (Park Equipment – Fleet Schedule) and \$22,749.00 from 1.1989.2029.1.1 (General Administration – Fleet Schedule) to 1.9950.9000.1.1 (WT – Transfer to Capital) and that these funds then be transferred to the Whole Town Equipment Capital Reserve.

That \$746.00 be transferred from 2.1989.2001.3.1 (PT – IT Replacement Schedule) to 2.9950.9000.1.1 (PT – Transfer to Capital) and that these funds then be transferred to the PT – Office Equipment Capital Reserve.

That \$480.00 be transferred from 2.1989.2029.1.1 (PT – Fleet Schedule) to 2.9950.9000.1.1 (PT – Transfer to Capital) and that these funds then be transferred to the PT – Equipment Capital Reserve.

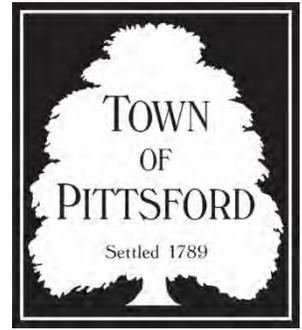
That \$10,427.00 be transferred from 4.1989.2003.2.4 (Highway – Fleet Schedule) to 4.9950.9000.1.4 (Highway WT – Transfer to Capital) and that these funds be transferred to the WT – Equipment Capital Reserve.

That \$ 954.00 be transferred from 6.1989.2001.1.6 (Sewer – IT Replacement Schedule) and \$500.00 from 6.1989.2002.1.6 (Sewer – Office Equipment Replacement Schedule) to 6.9950.9000.1.6 (Sewer – Transfer to Capital) and that these funds then be transferred to the Sewer Office Equipment Capital Reserve.

That \$73,976.00 be transferred from 6.1989.2029.2.6 (Sewer – Fleet Schedule) to 6.9950.9000.1.6 (Sewer – Transfer to Capital) and that these funds then be transferred to the Sewer Equipment Capital Reserve.

# MEMORANDUM

**To:** Town Board  
**CC:** William Smith  
**From:** Amanda Kuhnel Madigan  
**Date:** November 18, 2020  
**Regarding:** Library Board Appointment



**FOR MEETING ON:** December 15, 2020

**WHEREAS**, Library Board member Michael Labombarda's second term is about to come to an end, making it necessary to appoint a new member; and

**WHEREAS**, the Board of Trustees of the Pittsford Community Library has selected Lori Lusk for appointment to the Library Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the selection of the Library Board for appointment be and hereby is confirmed, ratified and approved, and Lori Lusk be and hereby is appointed to the Library Board for a term of 5 years, effective January 1, 2021.



November 18, 2020

Via Email

Mr. William Smith  
Town Supervisor  
11 South Main Street  
Pittsford, NY 14534

Re: Pittsford Community Library

Dear Supervisor Smith:

Consistent with past practice, the Library Board is recommending an individual for initial appointment to serve as a member of our board.

The Library Board nominates the following person to serve on the Library Board effective January 1, 2021:

- Lori Lusk, appointment to five year term

The Library Board appreciates your consideration. In the event that you have any questions or need additional information, please call me at (585) 385-9759.

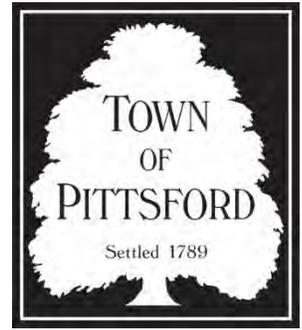
Sincerely,

Tracy Castleberry  
PCL Board of Trustees, President

cc: Amanda Kuhnel Madigan, Library Director

# MEMORANDUM

**To:** Town Board  
**CC:** William Smith  
**From:** Amanda Madigan  
**Date:** November 18, 2020  
**Regarding:** Library Board Appointment



**FOR MEETING ON:** December 15, 2020

**WHEREAS**, Library Board member Tracy Castleberry has completed her first term as of November 2020 and is eligible for re-appointment; and

**WHEREAS**, the Board of Trustees of the Pittsford Community Library has selected Tracy Castleberry for re-appointment to the Library Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the selection of the Library Board for re-appointment be and hereby is confirmed, ratified and approved, and Tracy Castleberry be and hereby is appointed to the Library Board for another term of 5 years, effective January 1, 2021.



November 19, 2020

Via Email

Mr. William Smith  
Town Supervisor  
11 South Main Street  
Pittsford, NY 14534

Re: Pittsford Community Library

Dear Supervisor Smith:

Consistent with past practice, the Library Board is recommending an individual for reappointment to serve as a member of our board.

The Library Board nominates the following person to serve on the Library Board effective January 1, 2021:

- Tracy Castleberry, reappointment to five year term

The Library Board appreciates your consideration. In the event that you have any questions or need additional information, please call me at (585) 381-8361.

Sincerely,

Michael Labombarda  
PCL Board of Trustees, Vice President

cc: Amanda Kuhnel Madigan, Library Director

# MEMORANDUM

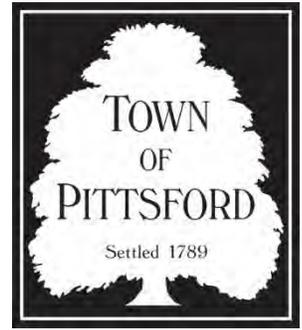
**To:** Town Board

**CC:**

**From:** W.A. Smith

**Date:** December 11, 2020

**Regarding:** Landmark Designation of East Street Burying Ground



**FOR MEETING ON:** December 15, 2020

The Town Historian has recommended that Pittsford's East Street Burying Ground be designated as an historic landmark. This recommendation has been discussed and supported by our Design Review and Historic Preservation Board.

The Burying Ground is owned by the Town of Pittsford. Consequently the Town would be signatory to the application for landmark status.

The merits and desirability of landmark designation for the Burying Ground are amply demonstrated in the accompanying materials furnished by Town Historian Audrey Johnson and Bonnie Salem, a member of the Design Review and Historic Preservation Board. It represents an important part of Pittsford's history.

This is to request authorization by the Town Board to sign the application for landmark designation on behalf of the Town. For this purpose the following form of resolution would be in order:

**RESOLVED, that the Town Supervisor be and hereby is authorized to execute on behalf of the Town the application for Landmark Designation of the East Street Burying Ground, in the form annexed hereto.**

November 16, 2020

Bill Smith, Supervisor

Town of Pittsford

Dear Bill,

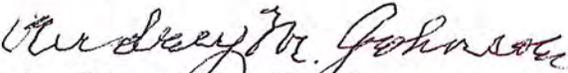
Enclosed is the Landmark Designation Application and supporting materials for the East Street Burying Ground. We are pleased to submit this for review and your signature on behalf of the Town as owner of the property.

It was our pleasure to research the history of the cemetery and its prominent resident, Simon Stone. Please let us know if you have any questions regarding the application.

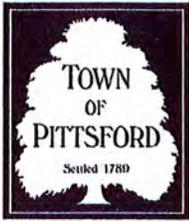
Once you have signed the application, would you please submit the packet to Building Inspector Mark Lenzi to start the standard landmark designation process with the Design Review and Historic Preservation Board.

Thank you for supporting our efforts. We look forward to bringing recognition to this small but significant piece of Pittsford's history.

Sincerely,

  
Audrey Johnson, Town Historian

  
Bonnie Salem, Member, Design Review and Historic Preservation Board



# TOWN OF PITTSFORD

## Design Review & Historic Preservation Board Application for Landmark Designation

Case # \_\_\_\_\_

- Property Address: East Street at Park Road, Pittsford, NY 14534
- Tax Account Number: \_\_\_\_\_
- Applicant's Name: Audrey Johnson and Bonnie Salem on behalf of the Town of Pittsford  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
*Street*  
\_\_\_\_\_  
*City State Zip Code* E-mail: see below
- Applicant's Interest in Property:  
Owner:  Lessee:  Holding Purchase Offer:   
Other (explain): Town Historian & Member of Design Review & Historic Preservation Board
- Owner (if other than above): Town of Pittsford, William Smith Supervisor  
Address: 11 South Main Street Phone: 248-6200  
*Street*  
Pittsford NY 14534 E-mail: bsmith@townofpittsford.org  
*City State Zip Code*  
Has the Owner been contacted by the Applicant? Yes  No
- Application prepared by: Audrey Johnson, Town Historian and Bonnie Salem, Member  
Address: Design Review and Historic Preservation Board Phone: \_\_\_\_\_  
*Street*  
amjohn364@gmail.com E-mail: bsalem@rochester.rr.com  
*City State Zip Code*
- Present use of Property: inactive cemetery; no longer accepting burials
- Zoning District of Property: \_\_\_\_\_

9. **STATEMENT OF SIGNIFICANCE:** Use the discussion items below to explain why the structure should be considered for designation as a Landmark. Include reference sources used to address each item (attach additional sheets if necessary):

A. **Summary Statement:** Provide a brief Summary Statement describing why this Application should be considered for designation as a Landmark.

The East Street Burying Ground (Cemetery) has historic significance because of its association with the early settlement of Pittsford. It is the burial place of Simon Stone, a veteran of the Revolutionary War and co-founder of the Town of Pittsford with his cousin Israel Stone. Simon and Israel, after settling here themselves, aided the growth of the community by encouraging many other pioneer families to join them. Simon Stone died on October 17, 1832. Now surrounded by residential neighborhoods, this small cemetery is a part of Pittsford's history; a place to honor Simon Stone and other pioneer families buried here who built this community and stayed for generations.

B. **Description of Property's History:**

i. **Chronologically identify the original and subsequent property owners (include dates, if possible):**

Simon Stone owned a large parcel of land in what was known as the Johnny Cake area. He "set aside" a portion of his land to be used as a major cemetery but other cemeteries in the town became more prominent. The East Street Burying Ground is what remains of the land Simon Stone intended for a cemetery. It is now owned and maintained by the Town of Pittsford. It is likely that after a period of time, the cemetery grounds would have become the property and responsibility of the municipality. No documents have been found, however, to verify exactly when the Town assumed ownership of the cemetery property.

ii. **Date of Initial Construction:** 10/27/1814

**Architect:** Based on tombstones, the earliest death and presumed first burial was

**Builder:** Augustus Gardner who died on October 27, 1814 at the age of 9 years.

iii. **Facts/Information on original plan and construction of building(s):**

N/A

iv. **Facts/Information on known alterations and additions, with dates, architects, and/or builders:**

N/A

C. Statement of Architectural Significance:

i. Architecture style or period:

N/A

ii. Architecture interest and merit:

N/A

iii. Current exterior condition (describe construction, finishes, and state of repair):

The tombstones (approximately 40) date from 1814 - 1879. Most are intact; a few have broken, or broken off from their base; many are darkened from age as would be expected in an historic cemetery. The board fence surrounding the cemetery has recently been repaired and painted. The large grass area is regularly maintained by the Town of Pittsford. A new identification sign was erected on the East Street side in September 2020; a previous sign remains at the Park Road entrance. The cemetery occasionally benefits from Eagle Scout projects to beautify or maintain the space.

D. Significance of any additional on-site buildings and property surroundings:

i. Describe natural features of parcel:

The cemetery is a flat parcel of approximately 1/4 acre on the corner of East Street and Park Road. It is a grass area surrounded by an open, board fence. There are several mature trees on the parcel and evidence of larger, older trees that were there previously.

ii. Outbuildings (list existing outbuildings with associated state of repair and describe their significance):

N/A

iii. Describe surrounding structures and neighborhood:

Maps of 1887 and 1902 indicate the presence of the cemetery surrounded by farmland owned by the Welch family, one of the early pioneer families. East Street was once known as Johnny Cake Street - a name derived from the growing of corn in the area. (A Johnny cake is a flat bread or pancake made of cornmeal.) Now the cemetery is in a residential neighborhood surrounded by single family homes built primarily in the 1960's. Private homes abut the cemetery on two sides. East Street is a busy 2 lane north-south road; Park Road leads to a primary school and Powder Mills Park.

E. Statement of Historic Importance:

i. Historical events associated with the property and dates:

No historical events are known.

ii. Well-known persons: This cemetery is the final resting place of Simon Stone, co-founder of the Town of Northfield which later became Pittsford. Born in 1762, Simon came to this area from Salem NY with Israel in 1789. They purchased land, built log houses, and persuaded family and friends to settle here. (cont'd below)

ii. Well-known persons associated with the property:

In 1792, Simon built a water-powered grist mill on Irondequoit Creek. The mill ground local grain for distilleries. He served in the Ontario County militia from 1797 - 1805. Simon and his wife Hannah Nye had 10 children, 9 of whom were born in this area. Israel Stone built the first house in Pittsford, now marked with an historic sign near the Erie Canal on State Street. Israel's burial place is unknown.

F. Statement of Other Significance (if any):

Simon Stone's tombstone is intact and located toward the back of the cemetery. A Revolutionary War plaque sits at the base of the stone. Others buried here include a number of Pittsford's founding families - Crosier, Hughes, Martin, and Searl. In the 2017 Town of Pittsford Historic Resource Survey Update, the East Street Burying Ground is rated Green plus, indicating high historical significance as an important part of Pittsford's heritage.

10. Provide a List of Documents and Publications that relate directly to this application.

Town of Pittsford Historian records; Rochester Public Library Local History and Genealogy Division Cemetery Records; Monroe County, New York geneology website; 2017 Town of Pittsford Historic Resource Survey Update; 1887 and 1902 Plat Maps

11. Additional materials submitted with this application (if available):

- |   |   |
|---|---|
| <input type="checkbox"/> Parcel map                 | <input type="checkbox"/> Architectural elevations |
| <input checked="" type="checkbox"/> Photographs     | <input type="checkbox"/> Architectural plans      |
| <input checked="" type="checkbox"/> Other materials | <u>Cemetery records</u>                           |

**Applicant Certification:**

I certify to the best of my knowledge that the information supplied on this application is complete and accurate.

Bonnie Salem      Res. Craig M. Johnson      11/16/2020  
Signature of applicant      Date

**Owner Consent:**

If the applicant is other than the owner, does the owner concur with this application?

Yes       No

If Yes, owner's signature: \_\_\_\_\_

Town of Pittsford Reconnaissance-Level Survey Update

	G+	4347 East Avenue, ca. 1924 (La Maison Francaise)	No evident changes since 1991. 1991 survey: R-.
	G+	4401 East Avenue, 1911	No notable changes since 1991. 1991 survey: R-.
	G+	East Street, 1832 (East Street Burying Ground)	Simon Stone burial place. Significant due to association with early settlement of Pittsford. 1991 survey: not rated.
	G+	210 Fairport Road, ca. 1923	No notable changes since 1991. 1991 survey: G+.
	G+	75 French Road, 1970	Notable example of modern architecture on a prominent, steeply sloping site; unusual due to flat roof, vertical flush wood siding, siting with relation to hill. 1970 building permit: Owner and builder Earl J. DiRienzo. No architect listed. Pool added 1974. More information needed. 1991 survey: not rated.

PITTSFORD TOWNSHIP

CEMETERY RECORDS VOLUME

1. BEERS-BILLINGHURST Cemetery, 564 Mendon Rd.
2. EAST STREET Cemetery, East Street
3. PIONEER BURYING GROUNDS, intersection of South Main, Stone,  
and East St.
4. PITTSFORD Cemetery, East Ave. and Washington Street

NOTE: The pages are NOT numbered in sequence. Some of the larger cemeteries have internal paging which refers to that particular cemetery alone.

EAST STREET CEMETERY  
PITTSFORD, MONROE CO. N.Y.

Township of Pittsford, on East St. at  
Railroad Mills Rd.

Albro, Polly, wife of E.D. died March 26, 1846, ae. 41-7 mos.

Burnside, Nancy, wife of John, died Apr. 19, 1840, ae. 31.

Crowell, Benjamin F. son of Wm. & Polly, died Oct. 3, 1849, ae. 6.  
" Julia Maria, dau. " " " " died Sept. 22, 1849, ae. 2-5mos.

Crozier, Willard, son of Saml. & Rhoda, died Aug. 4, 1833, ae. 2.  
" Linus, " " " " " Jul. 23, 1833, ae. 4-3mos.  
" Lucy, dau. " " " " " Jun. 11, 1826, ae. 10 mos.  
" Charles, son " " " " " Sep. 14, 1818, ae. 1-4 "  
" Sally, dau. " " " " " Mar. 5, 1816, ae. 2-2 "

Daggett, Caleb M. g.son of Caleb & Susanna Martin, died 1840, ae. 7 mos.  
" Eliza C. g.dau. " " " " " d. 1845, ae. 6 mos.

Gardner, Augustus C. son of John & Magdelene, died 1814, in 9th yr.

Hughes, Samuel, died June 7, 1854, ae. 78.  
" Julia, wife, died Oct. 12, 1866, ae. 80-6 mos.  
" Patty, wife, died Feb. 20, 1839, ae. 57.  
" Betsey, dau. Saml. & Patty, died Mar. 1, 1834, ae. 20.  
" Alma, " " " " died 1818, ae. 1 yr.  
" Marvin S. died Apr. 27, 1856, ae. 33.  
" Julia Ann, wife, died Oct. 15, 1851, ae. 26.  
" Julia, wife, died Nov. 9, 1859, ae. 35.  
" Edwin, son of Marvin & J.A. died Oct. 22, 1859, ae. 12-9 mos.  
" Mary, dau. Hon. Jesse & Dorcas, of Vt. died Jul. 19, 1837, in 18th yr.  
Hopkinson, D.G. died Jan. 19, 1837, ae. 30.

Martin, Caleb S. died Nov. 28, 1866, ae. 86-7-23.  
" Susanna, wife, died Dec. 18, 1839, ae. 61.  
" Sabrina, dau. died Aug. 9, 1840, ae. 20.  
" Siley, " died Feb. 12, 1816, ae. 24 das.  
" Hiram died Dec. 3, 1857, ae. 44.  
" Maranda, wife, died June 13, 1845, ae. 17.  
" Elizabeth A. dau. H. & M. Jun. 5, 1835 -- Jan. 26, 1856.  
" Isadora P. " " " " Jun. 28, 1853--Sep. 25, 1856.  
" Ida Alice, " " " " Oct. 21, 1857--Oct. 9 1838.  
Ida Alice died at Waverly Iowa.

Olney, Sarah N. dau. of Cyrus & Fenny, died Sep. 1848, ae. 4 mos.  
" Fanny H. dau. George & Helen Searl. died Oct. 1848, ae. 27.

Patterson, Sophia, born Aug. 8, 1793, died in Pittsford, May 18, 1879.

" William, died Sept. 18, 1849, ae. 74.

" Rhoda, wife of Wm. died Sep. 28, 1836, ae. 54.

" Caleb, died Oct. 22, 1834, ae. 24.

Searl, George, died Jan. 22, 1836 in 62nd. yr.

" Helen, wife, died Feb. 26, 1845, ae. 61.

" Fanny H. Olney, died Oct. 1848, 13. 27.

" Carrie E. dau. of Frederick & Caroline, died Oct. 4, 1865, ae. 3.

Stone, Simon, died Oct. 17, 1832, ae. 68.

" Charlotte, dau. of Orrin & Edath, died Oct. 14, 1833, ae. 10 yrs.

Wilder, Sarah A. Newton, wife of W.W. died 1871, ae. 23.

Stones copied June, 1940 by

Mrs. Otis Dryer,

Mrs. Fred. Fleming,

Mrs. Lillian McKelvey Wright,

Mrs. Myrte Rice Haynes,

Irondequoit Chapt. N.S.D.A.R.

Rochester, N.Y.

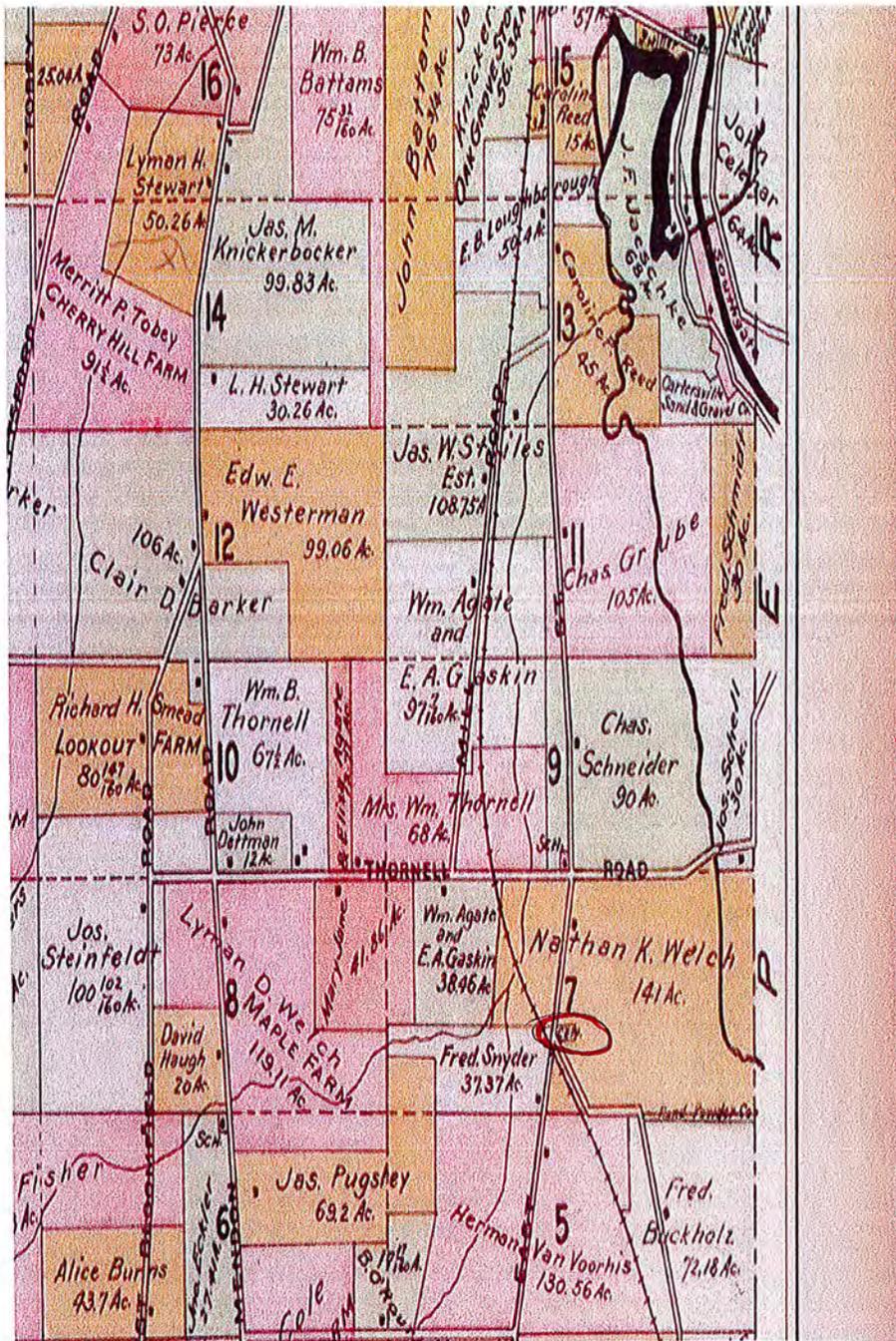
List recopied by

George Coghill

April 19, 1977.



1902



**Monroe County, Double Page Plate No. 15 [Map of town of village of Pittsford]**

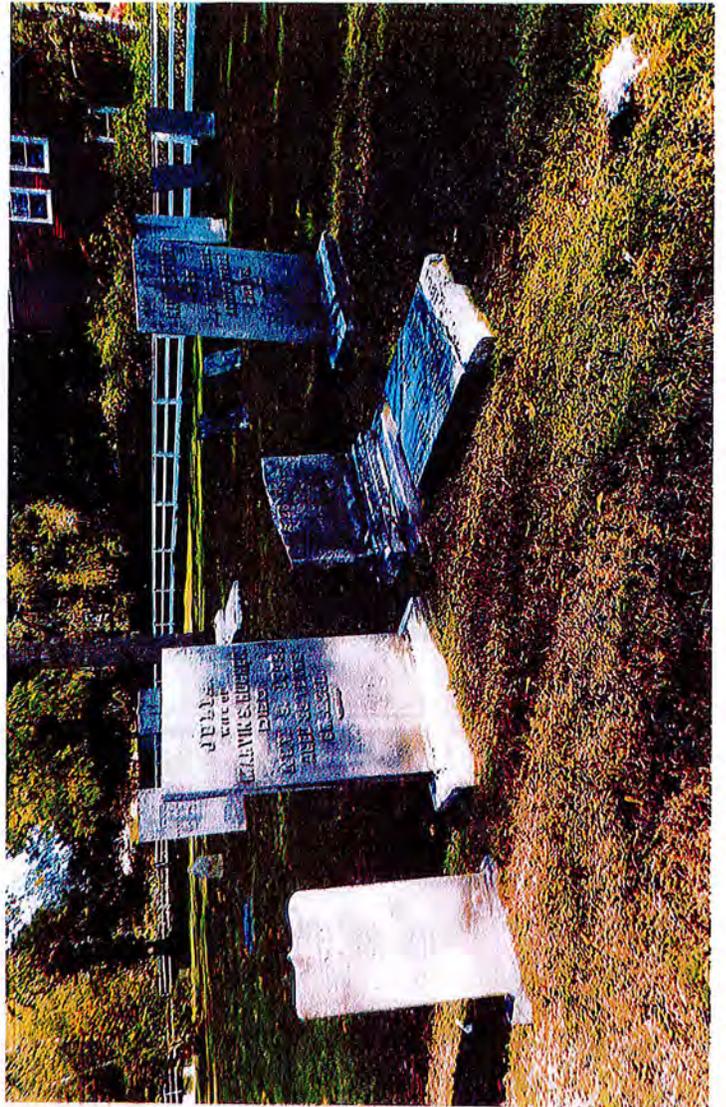
TYPE OF RESOU...	GENRE	DATE ISSUED
cartographic	Atlases	1902
DIVISION	PUBLISHER	PUBLISHER

IMAGE ID 2057416 PERMALINK <https://digitalcollections.nypl.org/items/a6df46cc-8b0b-812f-e040-e...>

DOWNLOAD OPTIONS  
760px 1600px 2560px



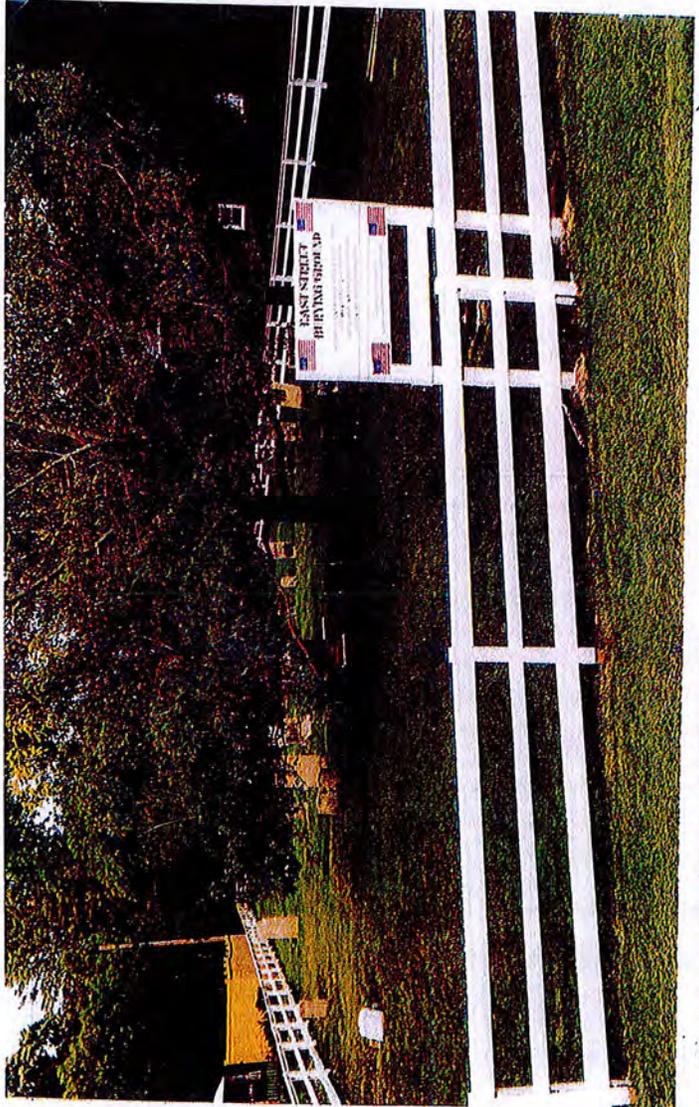
SIMON STONE



Photos taken OCTOBER 2020



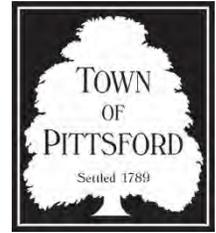
EAST STREET - NEW SIGN SEPT. 2020



PARK ROAD ENTRANCE SIGN

Photos taken OCTOBER 2020

# MEMORANDUM



To: **Pittsford Town Board**

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

Date: **November 12, 2020**

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

For Meeting On: **December 15, 2020**

## **Ladies and Gentlemen:**

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

Attached is a copy of the agreement for your review. The Town of Brighton will provide snow and ice control for a lump sum amount of \$5,848.18. The term of the agreement is for the 2020/2021 winter season. The amount is calculated using rates from the Monroe County Department of Transportation. This agreement amount is up from \$5,514.52 for last season.

Based on my review, I recommend the Town Board authorize the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allens Creek Road in the amount of \$5,848.18 for the 2020/2021 winter season.

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

Resolved, the Town Board accepts the recommendation of the Commissioner of Public Works and authorizes the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allens Creek Road in the amount of \$5,848.18 for the 2020/2021 winter season.

**Agreement Renewal for Snow and Ice Control  
on Allens Creek Road  
2020/2021**

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

WITNESSETH:

WHEREAS, the parties desire to renew the 2020/2021<sup>0</sup> agreement for the provision of snow and ice control services, and

WHEREAS, Brighton authorized renewal of such an agreement at a Town Board meeting on October 22, 2020.

WHEREAS, Pittsford authorized such an agreement at a Town Board meeting on \_\_\_\_\_, 2020.

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

1. The highway, on which services are to be performed, is Allens Creek Road from the Brighton town line to the Brighton town line, in the Town of Pittsford, the approximate length being 0.83 miles.
2. The services to be provided by Brighton are: (a) application of salt and abrasives, (b) snow plowing, including winging back, and c) correction of damage to lawns and mailboxes which is the direct result of snow removal operations. The services are more fully defined in the Agreement for the provision of snow and ice control services Monroe County and the respective Towns ("Agreement"), which, only to the extent that it describes the services to be provided, is incorporated herein by reference.
3. The level of service to be provided by Brighton is that equal to the treatment afforded to the County's roads, as defined in the Agreement for the provision of snow and ice control services Monroe County.
4. In consideration of the services by Brighton, Pittsford will pay Brighton a lump sum equal to the product of the length of the road segment times the average, per-two-lane-mile reimbursement to Brighton from Monroe County for the 2020/2021 season (tentatively \$3,523.00/lane mile). This lump sum is \$5848.18 (subject to any adjustments made by the County), and will be due and payable in February, 2021.
5. The initial term of this agreement shall be from November 1, 2020 until April 30, 2021. This agreement may be extended thereafter by the mutual agreement of the parties.

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

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

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

IN WITNESS WHEREOF, the parties have duly executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2020

TOWN OF PITTSFORD

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

TOWN OF BRIGHTON

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

# MEMORANDUM

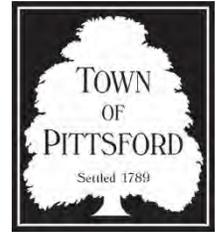
To: Town Board

From: Cheryl Fleming

Date: December 4, 2020

Regarding: 2021 Holiday Schedule

For Meeting On: December 15, 2020



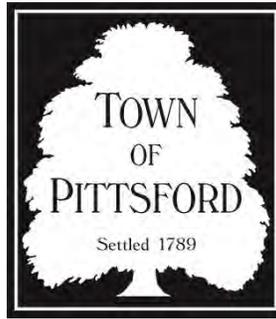
Ladies and Gentlemen:

Attached is the proposed schedule of holidays beginning in the 2021 calendar year. This schedule conforms to the Federal and bank holiday schedules. The proposed list for permanent part-time staff is also enclosed.

I would like to request approval for the 2021 holiday schedule shown attached.

The following resolution would be in order:

**Resolved, that the proposed Schedule of Holidays for 2021, in the form presented to the Board, be and hereby is approved.**



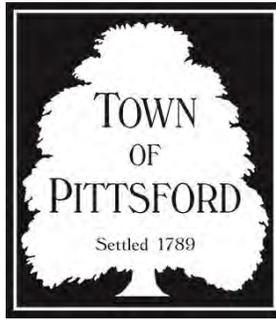
## 2021 Schedule of Holidays (Full-time employees)

New Year's Day .....	Friday, January 1 <sup>st</sup>
<b><i>Martin Luther King Day *</i></b> .....	<b><i>Monday, January 18<sup>th</sup></i></b>
<b><i>Presidents' Day *</i></b> .....	<b><i>Monday, February 15<sup>th</sup></i></b>
Good Friday .....	Friday, April 2 <sup>nd</sup>
Memorial Day .....	Monday, May 31 <sup>st</sup>
June 19 <sup>th</sup> State Holiday <i>observed</i> .....	Friday, June 18 <sup>th</sup>
Independence Day <i>observed</i> .....	Monday, July 5 <sup>th</sup>
Labor Day .....	Monday, September 6 <sup>th</sup>
<b><i>Veterans' Day*</i></b> .....	<b><i>Thursday, November 11<sup>th</sup></i></b>
Thanksgiving Day .....	Thursday, November 25 <sup>th</sup>
Day after Thanksgiving .....	Friday, November 26 <sup>th</sup>
Christmas Eve .....	Friday, December 24 <sup>th</sup>
Christmas Day <i>observed</i> .....	Monday, December 27 <sup>th</sup>
<b><i>Employee's Birthday *</i></b> <b><i>Floating Holiday *</i></b>	

There are 10 holidays when all town departments are closed.

\* Floating Holidays are taken with department head approval.

Town offices remain open on these days.

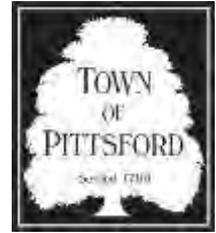


## 2021 Schedule of Holidays (Part-time employees)

New Year's Day .....	Friday, January 1 <sup>st</sup>
Good Friday .....	Friday, April 2 <sup>nd</sup>
Memorial Day .....	Monday, May 31 <sup>st</sup>
June 19 <sup>th</sup> State Holiday <i>observed</i> .....	Friday, June 18 <sup>th</sup>
Independence Day <i>observed</i> .....	Monday, July 5 <sup>th</sup>
Labor Day .....	Monday, September 6 <sup>th</sup>
Thanksgiving Day .....	Thursday, November 25 <sup>th</sup>
Day after Thanksgiving .....	Friday, November 26 <sup>th</sup>
Christmas Eve.....	Friday, December 24 <sup>th</sup>
Christmas Day <i>observed</i> .....	Monday, December 27 <sup>th</sup>

There are 10 holidays when all town departments are closed.

# MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: December 11, 2020

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: December 15, 2020

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

Name	Dept	Position	Rate	Date of Hire
April Newman	Library	Library Clerk – Perm PT	\$16.46	12/08/2020
Randy Marra	DPW	Asst Building Inspector –Perm PT	\$23.79	01/04/2020

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

Name	Dept	Position	Rate	Date of Hire
April Newman	Library	Library Clerk – Perm PT	\$16.46	12/08/2020
Randy Marra	DPW	Asst Building Inspector –Perm PT	\$23.79	01/04/2020

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