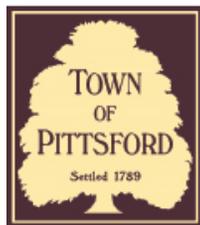


SUPERVISOR
William A. Smith, Jr.



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

TOWN BOARD AGENDA

NOTE NEW DATE

Thursday, November 4, 2021 – 6:00 pm
Town Hall – 11 S. Main Street, Pittsford – Lower Level
Page 1 of 2

Call to Order

Pledge of Allegiance

Public Hearing

Supervisor's Budget for 2022 & Special Districts

NYS Community Development Block Grant (CDBG CARES ACT) funding for Senior Center Improvements projects

Minutes

Approval of Minutes of Meeting of October 19, 2021

Financial Matters

Public Comment
Surplus

Recreation Matters

Public Comment
2022 Winter Recreation Program

Personnel Matters

Public Comment
Hiring Resolution

Other Business

Public Comment

Adjournment

Instructions for attending and offering comments on attached page 2

PUBLIC MEETINGS OF THE TOWN BOARD are IN-PERSON at TOWN HALL

Attending in Person

Per State requirements, those who are not fully vaccinated must wear a mask and stay 6 feet away from other people.

Comments:

As always, comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of a businesses in the Town, attorneys or agents designated by a resident to speak on the resident's behalf. To comment you must sign in at the sign-in desk.

Viewing from Home

1. Live

The Town Board meeting will stream live through our cable access station's streaming portal. Please use the following link:

<https://videoplayer.telvue.com/player/FcqTLOOYMCGU6WlccUApyUL3twz4dm9V/stream/819?fullscreen=false&showtabssearch=true&autostart=true>

You can watch on any computer, tablet, smart phone or web capable TV. If you log in before the meeting starts and see an error message, refresh your screen at 6:00pm when the board meeting starts and you can view the meeting live while it is happening.

Comments:

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

- at any time before 2:30pm on the day of the meeting (a) by email to comments@townofpittsford.org; (b) by submitting it in writing, through the drop slot to the right of the front door at Town Hall (11 South Main Street); or (c) by U.S. Mail to the Town Clerk, for receipt no later than 2:30pm on the day of the meeting;

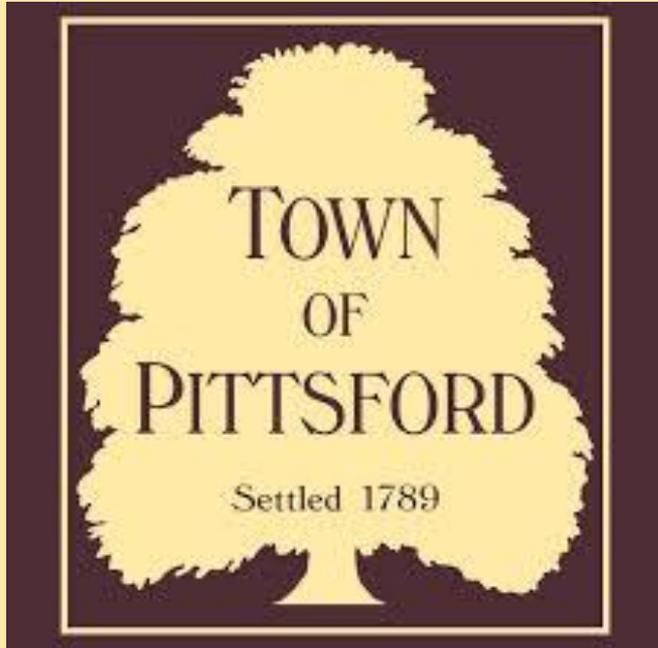
and, in addition,

- at any time ***during*** the meeting by email to comments@townofpittsford.org
- All comments submitted should include the name and street address of the commenter. Comments from residents will be read by the Town Clerk at the appropriate point of the meeting.

2. On-Demand Video

As always, video will be uploaded to our cable access station's streaming portal within 48 hours of the meeting. It is available on demand. You can see it here:

<https://videoplayer.telvue.com/player/FcqTLOOYMCGU6WlccUApyUL3twz4dm9V/stream/690?fullscreen=false&showtabssearch=true&autostart=true>

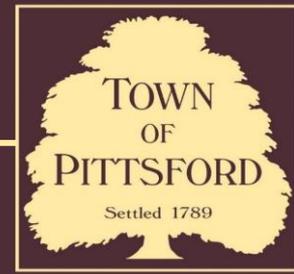


- ✓ **Tax Rate Cut**
- ✓ **Keeps up with rising costs**
- ✓ **Supports Neighborhoods**
- ✓ **Maintains Full Services**
- ✓ **Sustainable**

2022 Pittsford Town Budget

Bill Smith | Pittsford Town Supervisor

2022 Pittsford Town Budget

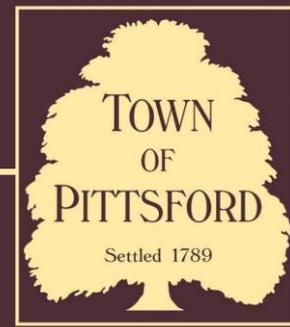


Presented by Bill Smith, Pittsford Town Supervisor

A 2021 Snap Shot:

- Aggressive Residential Road Repaving Program
- Applied for nearly \$1.3 million in grants
- Major Upgrade to the Town Website
- Pedestrian Safety Improvements
- Leaf Collection
- Brush Collection
- Sidewalk Improvements
- Trail Construction and Improvements
- Erie Canal Nature Preserve Officially Opened
- New Town Historian Office
- Improvements to our Pittsford Community Library
- Increased funding for Pittsford Volunteer Ambulance
- Increased funding for Pittsford Youth Services
- Support for Elderberry Express
- Food Truck Wednesdays, Drive-in Movie Nights and more canal side concerts
- Continuing Senior Lunch Program
- Environmental initiatives that save taxpayers money while protecting our natural resources

2022 Pittsford Town Budget



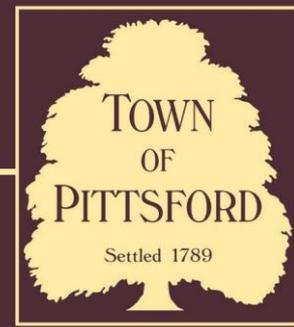
Presented by Bill Smith, Pittsford Town Supervisor

2022 Budget Highlights:

- **Cuts the Town Tax rate by an additional 2 cents, reducing it to \$3.13 per thousand dollars, from 3.15 in 2021**– cumulatively since 2018, more than a **9% cut in the Tax Rate**
- **Increased funding** for Pedestrian Safety improvements and measures to reduce speeding
- Funding for Pittsford Youth Services exceeds PYS request. Total increase in funding for PYS since 2017 – **79%**
- Full support for **Pittsford Community Library**
- Support for **Elderberry Express**
- **Lunch Program** for Seniors
- **Funding for** Grant Writing Services
- Continues to fund the **Zoning Code Update**
- **Support** for Pittsford Volunteer Ambulance
- Funds the **5% increase** in medical costs
- Funds the **2% increase** in Dental Plan costs
- **More Community Events** and Recreation Programs
- **Funds** *Paddle & Pour* and the *Food Truck & Music Fest*
- **Maintains funding** for continuing maintenance of Town Parks and Facilities
- **Environmental initiatives**

2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



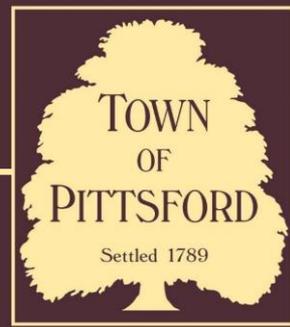
Employees

2022 Budget:

- 4% Cost of Living Increase for non-elected employees
- Year-round permanent employees, including part-time, will now start at \$15 an hour
- Funds an additional full-time position in our IT Department
- No pay increase for Elected Officials
- Keeps up with rising benefit costs
 - Medical Insurance is up 5%
 - 2% increase in dental insurance (100% Town funded benefit)

2022 Pittsford Town Budget

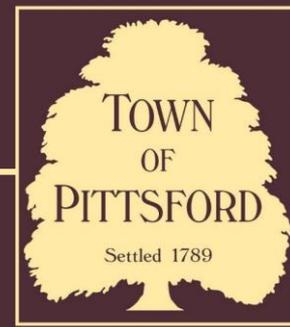
Presented by Bill Smith, Pittsford Town Supervisor



Lower Taxes

2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



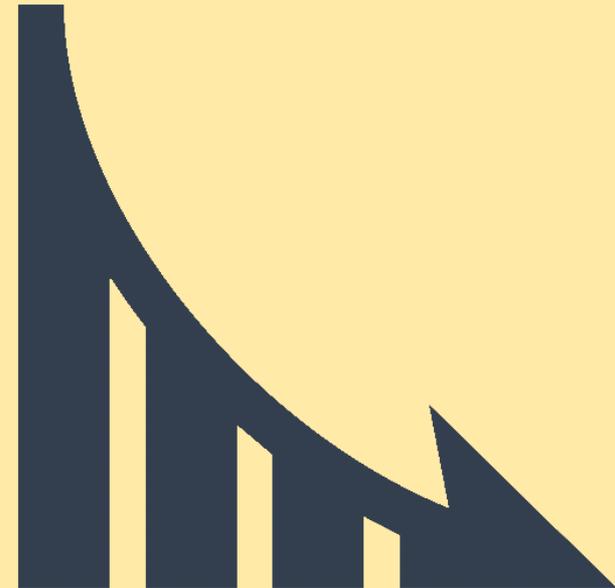
Tax Rate Decrease

Tax Rate

2021 Tax Rate: \$3.15

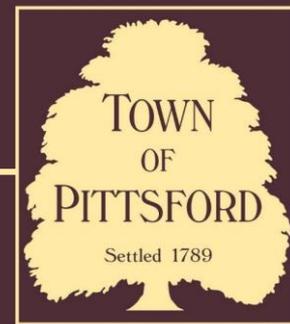
2022 Tax Rate: \$3.13

.6% decrease

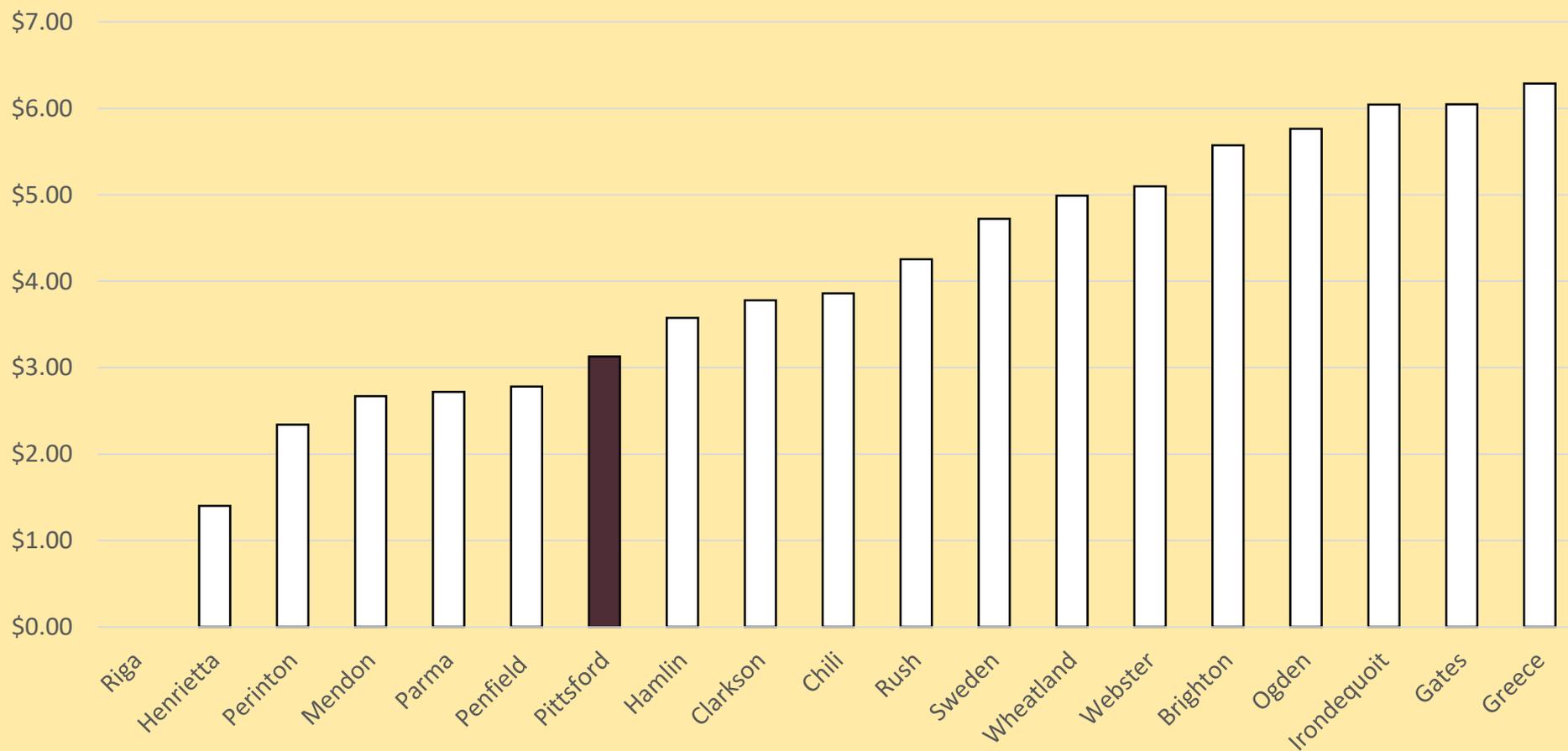


2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor

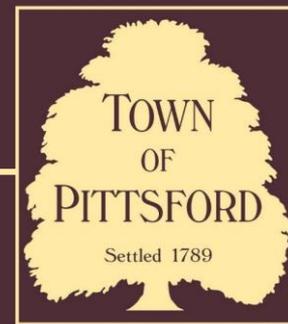


Town Tax Rate Comparison



2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



Tax Rates Lower Than Pittsford

Pittsford: \$3.13

Parma - \$2.72

- No Leaf pick-up
- Brush pick-up 2x per year

Penfield - \$2.78

- No leaf pick-up
- No brush pick-up

Mendon - \$2.67

- No Leaf pick-up
- Brush pick-up 2x per year
- No recreation department

Perinton - \$2.34

- \$1.8m revenue from landfill
- School Library District
- Leaf pick-up every 4-6 weeks

Henrietta - \$1.40

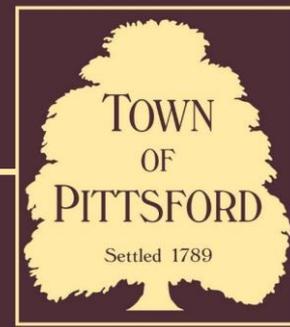
- Large commercial tax base
- No brush pick-up
- No leaf pick-up

Riga - \$0.00

- \$2m revenue from landfill
- No Leaf pick-up
- Brush pick-up 2x per year

2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



Town Taxes: 8¢ of every \$1 paid in Property Taxes

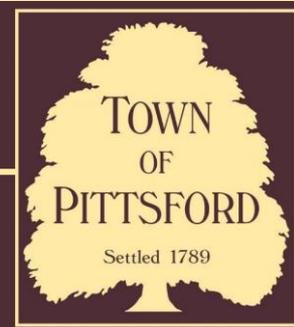


**Other Taxing Jurisdictions
92¢**

**Town
8¢**

2022 Pittsford Town Budget

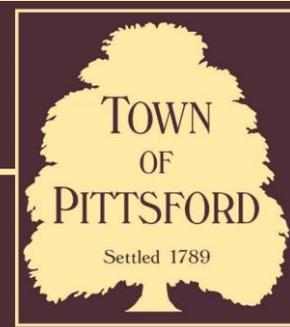
Presented by Bill Smith, Pittsford Town Supervisor



Continual Improvement:

**Supporting
Neighborhoods, Full Town Services,
Pittsford Community Library, Youth & Senior Services,
Pittsford Recreation, Community Events**

2022 Pittsford Town Budget



Presented by Bill Smith, Pittsford Town Supervisor

Grant Funding:

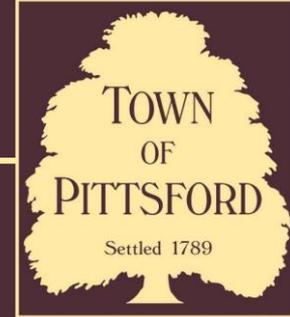
The Town has engaged a grant-writing firm to aggressively pursue grant funding for significant projects to benefit our residents. Every dollar in grant funding obtained is one less dollar we spend from taxpayers.

In 2022 we plan to pursue:

- More grant funding for Safe Routes to School projects
- More grant funding for new sidewalks
- More grant funding for infrastructure projects and improvements
- More grant funding for sustainability initiatives
- More grant funding for Historical Preservation
- More grant funding for recreation activities on the Erie Canal
- More grant funding for senior programs and amenities for our Senior Center

2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



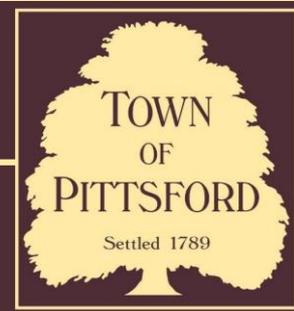
Department of Public Works

- Additional traffic safety devices
- Pedestrian Safety improvements
- Leaf collection
- Brush collection
- Sidewalk improvements
- Sewer and drainage improvements
- Park and trail maintenance and improvements
- Plant more native plants and pollinator gardens



2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor

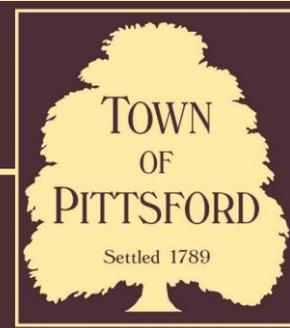


Town Library

The Library Director and Library Board plan annual goals around key areas highlighted in the library's Long Range Plan. Those areas include technology, services, collections, and customer service. **Funding will:**

- Continue to ensure **library spaces are accessible, engaging and flexible**
- **Expand opportunities for digital** services and resources
- **Support continued evaluation of the use, presentation, and accessibility** of physical and digital collections
- **Increase circulating materials that reflect the diverse interests** and needs of the community
- **Fully fund staff to develop high-quality, culturally rich programs** that reflect community needs and interests
- **Fully fund staff to explore more opportunities** for community outreach, engagement, and collaboration
- **Continue to offer staff opportunities in continuing education** and professional development

2022 Pittsford Town Budget



Presented by Bill Smith, Pittsford Town Supervisor

Funding Senior Services and Programs

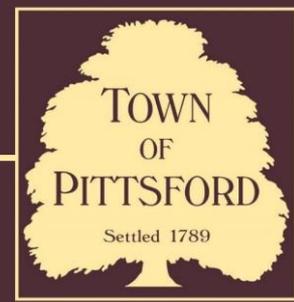
Budget honors Town's commitment to quality of life for seniors.

Funding will support:

- **Senior lunch program**
- **Regular fitness programs-** including Zumba Gold, arthritis exercise, balance class, yoga for seniors, Mind-Body-Spirit fitness and Tai Chi
- **In-person senior activities will be expanding.** They include square and line dancing, euchre tournaments, arts & crafts club, etc.
- **Free tax prep services and free AARP Defensive Driving course**
- **Funds to support Elderberry Express - senior resident driving service**
- **More field trips** in our new bus
- **Lunch picnics** at Town parks and lodges



2022 Pittsford Town Budget



Presented by Bill Smith, Pittsford Town Supervisor

Community Events and Recreation Programs

The 2022 budget continues funding for the Town events and recreation programs our community has come to expect. **Funding will support:**

Community Events:

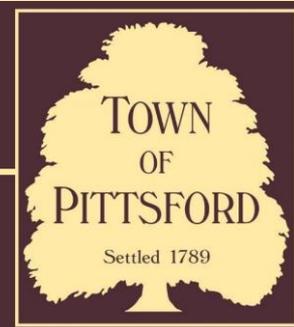
- **More** Friday Night Summer Concerts; full funding for *Concerts for Kids*
- **Four Outdoor Movie Nights** with Food Trucks
- **Community Festivals** - Pittsford *Paddle & Pour*, *Main Street Food Truck & Music Fest*, Memorial Day Parade and *Family Halloween Fest*
- **Farmers Market partnership with Impact Earth**

Recreation Programs:

- **More program offerings by expert instructors** - including ballet, martial arts, tennis, kayaking, horseback riding, Irish Dance, College Prep, babysitting, aerobics, yoga, basketball and more
- **More youth programs planned and presented by our recreation staff** – including Child Watch, afterschool programs, Summer Day Camp, preschool open gym, guided hikes, Adventure Camp, youth soccer leagues, pickleball, basketball, volleyball and more.

2022 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



Next Steps

- 10/19- Town Board Sets Public Hearing, recommended for 11/4
- By 10/22- Budget filed with the Town Clerk. On the day filed, budget will be posted on the Town website and hard copies will be made available to the public.
- 11/4- Public Hearing on the 2022 Budget

MEMORANDUM

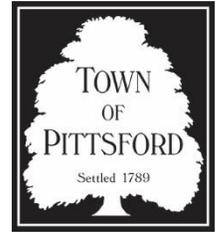
To: Pittsford Town Board

From: Brian Luke, Director of Finance

Date: October 28, 2021

Regarding: Adopted Budget for 2022

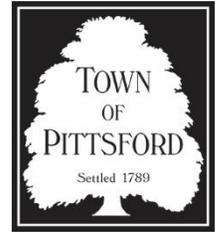
For Meeting On: November 4, 2021



The 2022 Proposed Budget has been received by all Town Board members, posted on the Town's website, and filed with the Town Clerk. The Supervisor presented the proposed budget at the October 19, 2021 Board meeting.

Be it resolved, that the 2022 Proposed Budget, Sewer Rents, Special Districts, and Debt Service budgets be approved as the 2022 Adopted Budget.

MEMORANDUM



To: Town Board Members

From: Paul Schenkel

Date: October 29, 2021

Regarding: CDBG CARES Act Funding for Senior Center Projects

For Meeting On: November 4, 2021

Ladies and Gentlemen:

The Town Board has previously set a public hearing for November 4, 2021 at 6:00 pm at Town Hall, 11 South Main Street, Pittsford, New York to consider the adoption of a resolution authorizing the Supervisor to submit an application to procure NYS Community Development Block Grant (CDBG CARES Act) funding for certain Senior Center improvement projects; namely, an outdoor pavilion for the senior nutrition program (\$139,000), a Logitech meetup conference system with an expansion microphone (\$3,389), and possible reimbursement for a #301-2 Ford E350 Bus (\$63,910).

A public hearing on the proposed resolution is being held on November 4, 2021.

Submitted with this Memo is a copy of the proposed Adoption Resolution.

Recommendation is hereby made that the Town Board adopt the proposed resolution.

RESOLUTION

I move the adoption of resolution authorizing the Supervisor to submit an application to procure CDBG funding for the Senior Center improvement projects, in accordance with the written Adoption Resolution submitted herewith.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York, held at Town Hall, 11 South Main Street, Pittsford, New York, on the 4th day of November, 2021.

PRESENT: William A. Smith, Jr., Supervisor
Katherine Bohne Munzinger, Deputy Supervisor
Kevin S. Beckford, Councilmember
Cathleen A. Koshykar, Councilmember
Stephanie M. Townsend, Councilmember

ABSENT: None

In the Matter

of

THE APPLICATION FOR NEW YORK STATE COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT FUNDING FOR VARIOUS TOWN PROJECTS.

Adoption Resolution

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 § 40(6) of the Town Law, a notice of public hearing to the effect that the Town Board would hold a public hearing on the 4th day of November, 2021, at 6:00 P.M., Local Time, at Town Hall, to hear public comments on the adoption of a resolution authorizing the submission of an application to obtain New York State Community Development Block Grant (CDBG CARES Act) funding for certain Town Senior Center improvements in the total approximate amount of \$142,389; specifically, for an outdoor pavilion for the senior nutrition program (\$139,000) and a Logitech meetup conference system with an expansion microphone (\$3,389), and the possible reimbursement for a #301-2 Ford E350 Bus costing \$63,910; and

WHEREAS, the said public hearing was duly held on the 4th day of November, 2021, at 6:00 P.M., Local Time, at Town Hall, 11 South Main Street, Pittsford, New York, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of said resolution authorizing the submission of an application for CDBG funding for the Senior Center

projects and equipment; and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of said resolution authorizing the submission of an application for the CDBG funding ; and

WHEREAS, it was the decision of the Town Board that said resolution authorizing the submission of an application for the CDBG funding should be adopted.

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

RESOLVED, that the Supervisor is hereby authorized to sign and submit an application to obtain CDBG funding for the Senior Center projects and equipment described herein.

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

William A. Smith, Jr.	VOTING
Katherine Bohne Munzinger	VOTING
Kevin S. Beckford	VOTING
Cathleen A. Koshykar	VOTING
Stephanie M. Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: November 4, 2021

Renee M. McQuillen, Town Clerk

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

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of November, 2021.

Renee M. McQuillen, Town Clerk

Minutes of the Town Board for October 19, 2021

TOWN OF PITTSFORD TOWN BOARD OCTOBER 19, 2021

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, October 19, 2021 at 6:00 P.M. local time in the Lower Level Meeting Room of Town Hall, 11 South Main Street, in person.

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

ABSENT: None.

ALSO PRESENT: Staff Members: Jessie Hollenbeck, Director of Recreation; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O'Brien, Communications Director; Amanda Madigan, Library Director; Joy Brown, Director of IT; Cheryl Fleming, Director of Personnel and Spencer Bernard, Chief of Staff; Suzanne Reddick, Assistant to Supervisor.

ATTENDANCE: There were two members of the public and an interpreter.

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

SUPERVISOR'S ANNOUNCEMENTS

1. The period set by the State Power Authority for public comments to its proposal to clearcut trees on the Erie Canal closed on October 15. In addition to the Town, Brighton and the Village of Pittsford also provided comments that the Supervisor praised as helpful, in addition to our own comments. We expect that it will be at least several months before the Power Authority issues its final environmental impact statement, after taking all comments into account.
2. Supervisor Smith thanked all of those involved in the Halloween Fest where 18 boxes of food was collected for the Pittsford Food Cupboard.
3. Supervisor Smith mentioned that he is drafting a letter to the Public Service Commission on behalf of the town, regarding service outage issues. He will share a draft with other board members for their review.

SUPERVISOR'S BUDGET PRESENTATION

The Supervisor presented his proposed Town Budget for 2022.

Supervisor Smith began by noting that his proposed budget reduces the Town tax rate. The proposed rate is lowered to \$3.13 per thousand dollars of assessed property value. This represents the third tax reduction in the last four successive Town budgets; cumulatively these amount to a Town tax rate decrease of more than 9% since 2018. Town taxes had for some years represented 9 cents of every dollar a Pittsford resident pays in property tax. With the Supervisor's proposed budget and its tax reduction, Town tax would now represent less than 8 cents of every dollar a Pittsford resident pays in property tax.

The Supervisor went on to discuss services maintained and continued in 2021 despite revenue losses, and expenses incurred, due to COVID-19:

- Aggressive Residential Road Repaving Program
- Applied for nearly \$1.3 million in grants
- Major Upgrade to the Town Website
- Pedestrian Safety Improvements
- Leaf Collection
- Brush Collection

Minutes of the Town Board for October 19, 2021

- Sidewalk Improvements
- Trail Construction and Improvements
- Erie Canal Nature Preserve Officially Opened
- New Town Historians Office
- Improvements to our Pittsford Community Library
- Increased funding for Pittsford Volunteer Ambulance
- Increased funding for Pittsford Youth Services
- Support for Elderberry Express
- Food Truck Wednesdays, Drive-in Movie Nights and more canal side concerts
- Continuing Senior Lunch Program
- Environmental initiatives that save taxpayers money while protecting our natural resources

He then discussed specific items in the proposed 2022 budget:

- **Cuts the Town Tax rate to \$3.13 per thousand dollars**– cumulatively since 2018, more than a **9% cut in the Tax Rate**
- **Increased funding** for Pedestrian Safety improvements and measures to reduce speeding
- Funding for Pittsford Youth Services exceeds PYS request. Total increase in funding for PYS since 2017 – **79%**
- Full support for **Pittsford Community Library**
- **Funding for** Grant Writing Services
- Continues to fund the **Zoning Code Update**
- **Support** for Pittsford Volunteer Ambulance
- Funds the **5% increase** in medical costs
- Funds the **2% increase** in Dental Plan costs
- Support for **Elderberry Express**
- **Lunch Program** for Seniors
- **More Community Events** and Recreation Programs
- **Funds** *Paddle & Pour* and the *Food Truck & Music Fest*
- **Maintains funding** for continuing maintenance of Town Parks and Facilities
- **Environmental initiatives**
- **\$15/hour** starting wage for all permanent employees, as recommended by Councilman Beckford.

MINUTES OF THE OCTOBER 5 TOWN BOARD MEETING APPROVED

Town Clerk Renee McQuillen commented that the date need to be amended to October 5th in 2 places in the draft minutes. Councilmember Townsend asked for the addition of additional matters brought up under Other Business. Subject to those changes, a Resolution to approve the Minutes of the Town Board Meeting of September 21, 2021 was offered by Councilmember Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the October 5, 2021 Town Board meeting are approved as edited.

FINANCIAL MATTERS

PUBLIC COMMENTS

There was no public comment regarding Financial Matters.

APPROVAL TO SET PUBLIC HEARINGS FOR SUPERVISOR'S BUDGET FOR 2022 & SPECIAL DISTRICTS

Supervisor Smith offered a motion to set the Public Hearing for the 2022 Preliminary Town Budget, Special District Budgets and Sewer Rent Rolls and Debt Service Budgets, seconded by Deputy Supervisor Munzinger, and voted on as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

Minutes of the Town Board for October 19, 2021

The Resolution was declared carried as follows:

RESOLVED, that public hearings be and hereby are set for November 4, 2021 at 6:00 P.M. local time in the Pittsford Town Hall to consider the 2022 Preliminary Town Budget, the 2022 Special Districts Budgets, and the Sewer Rent Rolls and Debt Service Budgets.

APPROVAL TO SET PUBLIC HEARINGS FOR ACCEPTANCE OF COMMUNITY DEVELOPMENT BLOCK GRANT FOR SENIOR CENTER IMPROVMENTS AND SENIOR BUS PROGRAM

Paul Schenkel, Commissioner of Public Works and Spencer Bernard, Chief of Staff gave a brief overview of the planned grant application. Due to the nature of the funding program, it requires that the Town Board hold a Public Hearing prior to applying to gather public opinion on the planned uses of the funds. The proposed plan includes funding for the following Senior Center amenities; an outdoor pavilion for the senior nutrition program (\$139,000), a Logitech meetup conference system with an expansion microphone (\$3,389), and possible reimbursement for a #301-2 Ford E350 Bus (\$63,910).

Following discussion among the board members it was determined to strike the following text from the second paragraph of the Resolution to set the Public Hearing "and to and from doctor's appointments, the pharmacy, and the grocery store". A motion to set the Public Hearing for the acceptance of Community Development Block Grant for Senior Center Improvements and Senior Bus Program was offered by Councilmember Townsend, seconded by Deputy Supervisor Munzinger and voted on as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, The Town Board is interested in applying for New York State Community Development Block Grant CARES Act Funding (CDBG funding) for certain Senior Center improvement projects; and

WHEREAS, these projects include the following: a) an Outdoor Pavilion for the Senior Nutrition Program, which will allow lunch services to continue in a pandemic, allow seniors to attend health and educational programs, socialize, and receive quality meals while social distancing, and use the pavilion for crowd favorite activities such as musical performances, speakers, dance, and wellness events, worth \$139,000; b) a Logitech Meetup Conference System with Expansion Microphone, to accommodate seniors who cannot attend programs in person because of COVID-19 concerns, disabilities, and transportation limitations, this Zoom conferencing software will be installed, allowing seniors to participate in programs they would otherwise miss, worth \$3,389; and c) Reimbursement for a #301-2 Ford E350 Bus, 158" Wheelbase Dual Rear Wheel Vehicle 10 Passenger 1 Wheel Chair Base Vehicle Capacity, which Senior Center passenger van is used to transport senior citizens in a safe, socially-distant way to and from the center and to and from doctor's appointments, the pharmacy, and the grocery store, worth \$63,910; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 4th day of November, 2021, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the application for CDBG funding for the Senior Citizen improvement projects ;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 4th day of November, 2021, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of a resolution authorizing the Supervisor to execute a contract to secure CDBG funding for the Senior Center improvement projects; and be it further

RESOLVED, that a Notice of Hearing be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than seven (7) days prior to said hearing; and be it further

RESOLVED, that the Town Clerk shall post certified copies of this resolution on the Town website www.townofpittsford.org, and on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than seven (7) days prior to said public hearing.

Minutes of the Town Board for October 19, 2021

OCTOBER VOUCHERS APPROVED

A Resolution to approve the vouchers for October 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 October 2021 vouchers No. 153106 - 153493, in the amount of \$824,672.04 are approved for payment.

PERSONNEL MATTERS

PUBLIC COMMENTS

No comments were offered.

HIRING/PERSONNEL ADJUSTMENTS APPROVED

A Resolution to approve the recommendations for new hires and status and/or salary changes was offered for approval by Supervisor Smith, seconded by Councilmember Beckford, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

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
Zachary Memmott	Parks	Laborer – RFT	\$18.35	10/14/2021

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
Zachary Memmott	Parks	Laborer – RFT	\$18.35	10/14/2021

OTHER BUSINESS

Councilmember Beckford expressed his approval that the Supervisor's budget included his proposal for a \$15/hr starting salary for all permanent Town employees.

Councilmember Koshykar thanked the Building Department staff and volunteer boards for processing the significantly increased number of permit applications this year. She also inquired if there were any plans in place to thank volunteer board members for their work this year, as the Town had done in the past until the annual Volunteers Dinner was interrupted by Covid.

PUBLIC COMMENTS

Annalise Johnson commented.

With no further business, the meeting adjourned at 6:56 p.m.

Respectfully submitted,

Renee McQuillen
Town Clerk

MEMORANDUM

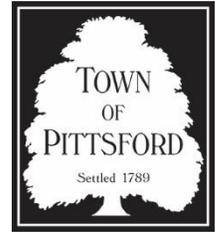
To: Pittsford Town Board

From: Brian Luke, Director of Finance

Date: October 27, 2021

Regarding: Surplus Inventory

For Meeting On: November 4, 2021



Attached is a list of surplus inventory for the Town Board to declare surplus in order for it to be removed from the Town's inventory.

Be it resolved, that the attached list of equipment be declared surplus and be removed from the Town's inventory.

Asset #	Year	Description	Department	Cost	Disposition
15283	2005	Lounge Chair	Library	926.00	Junked
15284	2005	Lounge Chair	Library	926.00	Junked
15285	2005	Lounge Chair	Library	926.00	Junked
15286	2005	Lounge Chair	Library	926.00	Junked
15287	2005	Lounge Chair	Library	926.00	Junked
15288	2005	Lounge Chair	Library	926.00	Junked
15289	2005	Lounge Chair	Library	926.00	Junked
15290	2005	Lounge Chair	Library	926.00	Junked
15291	2005	Lounge Chair	Library	926.00	Junked
15292	2005	Lounge Chair	Library	926.00	Junked
15293	2005	Lounge Chair	Library	723.00	Junked
15294	2005	Lounge Chair	Library	723.00	Junked
15295	2005	Lounge Chair	Library	723.00	Junked
15296	2005	Lounge Chair	Library	723.00	Junked
15297	2005	Lounge Chair	Library	723.00	Junked
15298	2005	Lounge Chair	Library	723.00	Junked
15302	2005	Lounge Chair	Library	824.00	Junked
15303	2005	Lounge Chair	Library	824.00	Junked
15304	2005	Lounge Chair	Library	824.00	Junked
15305	2005	Lounge Chair	Library	824.00	Junked
15308	2005	Lounge Chair	Library	926.00	Junked
15309	2005	Lounge Chair	Library	926.00	Junked
15468	2005	Computer Table	Library	217.00	Junked

15469	2005	Computer Table	Library	217.00	Junked
15809	2005	5 Disc Changer	Library	105.00	Junked
15833	2005	Ironwood Soft Drop Cart	Library	441.00	Junked
15834	2005	Ironwood Soft Drop Cart	Library	441.00	Junked
15888	2010	People Counter	Library	161.00	Junked
15893	2011	Projector	Library	1,450.00	Junked
17815	2014	People Counter	Library	395.00	Junked
19511	2017	Digital Sign	Library	1,970.00	Junked

MEMORANDUM

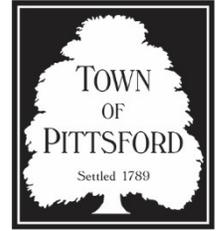
To: William A. Smith and Town Board

From: Jessie Hollenbeck, Recreation Director

Date: October 26, 2021

Regarding: Winter 2022 Recreation Programs

For Meeting On: November 4, 2021



The attached list of programs constitutes the list of winter 2022 recreation programs we anticipate offering.

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

I move that the Town Board approve the Recreation Department's 2022 winter programs and authorize the Town Supervisor to sign instructor contracts as required.

Town of Pittsford – Recreation Department

New Proposed Programs for Winter 2022

Preschool Dance Combo

Stephanie Tozer

This class will feature a combination of tap and jazz for preschool aged children. The dancers will learn basic steps in different styles as well as participate in fun, creative movement exercises.

Youth Conditioning

585 Fitness Personal Trainer

This conditioning program will allow children to work on slow and fast twitch muscle fibers to increase cardio vascular endurance. Weight bearing exercises will be incorporated to increase lean body mass. Youth conditioning is beneficial for all student athletes. Exercise modifications will be made, as necessary, by 585 Fitness' certified personal trainers.

Yoga for Kids

Jessica Pereyra

This program promotes learning the practice of yoga in a fun and creative way through the use of games, songs, and props. From sun salutation to savasana, the energy-filled classes teach children how to focus, be calm, and stay positive through a variety of poses and movements, while building strength, improving motor skills, and creating self-awareness!

WERQ Dance Fitness for Teens

Monique Ricci

WERQ is a wildly addictive cardio dance workout based on the latest pop and hip hop music. Our mission is to create a judgment free dance space built on good vibes, a great sweat, and a supportive community.

High Intensity Interval Training

585 Fitness Personal Trainer

HIIT classes are high energy, high intensity workouts improving your cardio, strength, and core. 585 Fitness trainers will push you in giving your all at each exercise. You will leave feeling accomplished and ready to receive the rest of your day. Available for all fitness levels.

Meditation for Relaxation & Personal Healing

Jesse Wicher

Do you suffer from stress, anxiety or sleeplessness -- or even high blood-pressure or hypertension? Does your mind never stop going? Meditation can help! Meditation is a simple, easy to learn practice that involves focusing your thoughts and your breathing to help you relax into the present moment. Studies show that regular meditation can help promote increased mental clarity and emotional balance, reduce the physical effects of stress, and create a greater sense of well-being. In this interactive course, you will learn the empowering concepts and techniques for successful personal meditation and will find support in crafting your own meditation regimen.

Town of Pittsford – Recreation Department

Proposed Programs for Winter 2022

Program	Instructor
<u>Preschool</u>	
Child Watch	Recreation Staff
Preschool Adventures: Celebrate Winter	Sherry Murray
Preschool Adventures: Going on a Bear Hunt	Sherry Murray
Preschool Adventures: Let's Make Music	Sherry Murray
Preschool Adventures: My Five Sense	Sherry Murray
Preschool Adventures: If You Give a Mouse a Cookie	Sherry Murray
Preschool Adventures: Valentine's Day	Sherry Murray
Preschool Adventures (4 weeks)	Sherry Murray
S.T.E.A.M. Powered Play	Progressive Early Learning
Art and Sensory Play	Progressive Early Learning
Sensory and Science	Progressive Early Learning
Active Art!	Mary Slaughter
Semi-Private Gymnastics	Mary Slaughter
Winter Sprinters	Mary Slaughter
Wiggles, Giggles, and Jiggles	Lisa Magliato
Lil Athletes	Lisa Magliato
Soccer Shots for Youth	Soccer Shots Staff
Little Ninja Class	James Creighton & Pete Reminicky
Teeny Tiny Tap and Ballet	Jordan Wisset
Tiny Tap and Ballet	Jordan Wisset
Fairytale Ballet	Stephanie Tozer
Me and My Grown Up	Stephanie Tozer
Preschool Combo	Stephanie Tozer
Irish Dance with Dunleavy	Amy Coppola
<u>Youth & Teen</u>	
The After School Program	Recreation Staff
Sweetheart Dance	Recreation Staff

February Break Camp	Recreation Staff
January Break Camp Day	Recreation Staff
American Girl Doll Adventures	Sherry Murray
At Home Clay Making Kit!	Marybeth Fitzsimmons
Parent and Child Clay Class!	Marybeth Fitzsimmons
Private Piano Lessons	Beth Werner
Alice in Wonderland	Edward Rocha
Songs in the Key of Oz	Edward Rocha
The Lightning Thief: The Percy Jackson Musical	Edward Rocha
Annie Jr.	Edward Rocha
Tech Crew	Edward Rocha
Winter Break Theatre Camp	Edward Rocha
Spring Break Theatre Camp	Edward Rocha
Summer Theatre Camps	Edward Rocha
Mealtime Manners I	Etiquette Chics
Mealtime Manners II	Etiquette Chics
Harry Potter's Hogwart's School of Etiquette	Etiquette Chics
American Red Cross – Babysitter's Training	Domenic Danesi
Safety First for Children	Domenic Danesi
First Aid for Kids	EPIC Trainings
Pittsford Ballet Pre-Ballet	Karen Hanson
Pittsford Ballet School	Karen Hanson
Irish Dance with Dunleavy	Amy Coppola
Running Club	Mary Slaughter
Semi-Private Lesson Gymnastics	Mary Slaughter
FIT Kids: Fencers in Training	Rochester Fencing Club Staff
Indoor Junior Tennis	Jeff Wagstaff
Indoor Tennis Instruction for Juniors	Jason Speirs
Soccer Shots for Youth	Soccer Shots Staff
Edge11 Elementary Soccer Academy	Edge11 Soccer Staff
Youth Basketball	Glenn Anderson
Youth Basketball Camp	Glenn Anderson
Youth Conditioning	585 Fitness

Rochester Jr. Amerks- Intro to Skating & Hockey
Martial Arts for Youth
A Horse's Friend: Horsemanship
Baton Twirling Lessons
Yoga for Kids
WERQ Dance Fitness for Teens

Jr. Amerks Staff
James Creighton
A Horse's Friend
Jessica Pereyra
Jessica Pereyra
Monique Ricci

Adult Programs

Guided Hikes on Pittsford Trails
A Horse's Friend: Horsemanship for Adults
Watercolor Class
Decorated Valentine Cookies
Fabulous Furnishings
Making Soap the Easy Way
Basic Cold Process Soap
Bath Salts
Bath Fizzies
Soy Candle Making Basics
All-Occasion Card Class
Bridge: Play of the Hand Continued
Bridge: Beginning Bridge
Bridge: Bridge Defense Part 2
Pittsford Ballet School
American Red Cross CPR/AED
American Red Cross First Aid
College 101: Planning & Paying
Learn A New Language: Spanish
Becoming a Notary Public
Defensive Driving
Pre-Licensing 5 Hour Course
Martial Arts for Adults
Women's Self-Defense Class
Martial Arts for Women

Recreation Staff
A Horse's Friend
Kathy Armstrong
Peggi Heissenberger
Peggi Heissenberger
Beth Byrne
Beth Byrne
Beth Byrne
Beth Byrne
Beth Byrne
Pat Miller
Mary Lyke
Mary Lyke
Mary Lyke
Karen Hanson
EPIC Trainings
EPIC Trainings
Paul Celuch
Lourdes de la Colina-Scofield
Kristin Cavallaro
Cindy St. George
Jon DelVecchio
James Creighton
James Creighton
Tracy Maggio

Debbie McVean Aerobics

Pilates

Yoga

Therapeutic Yoga

Tai Chi Easy

PlyoJam Cardio Dance Fitness

Just Dance!

Zumba

Zumba!

High Intensity Interval Training

Couples Massage Workshop

Meditation for Relaxation & Personal Healing

Debbie McVean

Eva Pazral

Eva Pazral

Kaitlyn Vittozzi

Jean Sica

Lindsey Miller

Lindsey Miller

Melanie Jones & Meghana Lottes

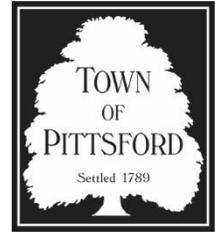
Carlos Chediak

585 Fitness

Kristen Wondrack

Jesse Wicher

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: October 27, 2021

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: November 4, 2021

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
Salvatore Tantalo	DPW	Fire Marshal – FT	\$36.67	11/08/2021
John W. Field	REC	Rec Assistant – PT	\$14.15	11/17/2021

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
Salvatore Tantalo	DPW	Fire Marshal – FT	\$36.67	11/08/2021
John W. Field	REC	Rec Assistant – PT	\$14.15	11/17/2021

2. The following employee is recommended for a status change and/or salary change due to a change in status.

Name	Position	Reason for Change	Salary	Effective Date
Emily Quattrociocchi	Rec – Asst 2	Additional Rate	\$13.20/hr	11/08/2021
Elijah Fleming	Rec – Asst 4	Additional Rate	\$16.11/hr	11/08/2021

Should the Board approve the above recommendation and personnel adjustment, the following resolution is being proposed, RESOLVED, that the Town Board approves the appointment for the following employee(s):

Name	Position	Reason for Change	Salary	Effective Date
Emily Quattrociocchi	Rec – Asst 2	Additional Rate	\$13.20/hr	11/08/2021
Elijah Fleming	Rec – Asst 4	Additional Rate	\$16.11/hr	11/08/2021