Call to Order

Pledge of Allegiance

Public Hearing – CDBG Grant For Senior Center Improvements Project Update

Minutes
Approval of Minutes of the meetings of January 17, 2023

Legal Matters
Public Comment
Set Public Hearing on Northside Fire Protection District Agreement

Financial Matters
Public Comment
Closing Capital Account for NYSERDA Grant
Budget Transfers

Recreational Matters
2023 Community Events Schedule
2023 Spring Programs

Personnel Matters
Public Comment
Hiring Resolutions

Other Business

Public Comment

Executive Session

Adjournment
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/FcqTL0OYMCGU6WIccUApvUL3twz4dm9V/stream/819?fullscreen=false&showtabsssearch=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/FcqTL0OYMCGU6WIccUApvUL3twz4dm9V/stream/690?fullscreen=false&showtabsssearch=true&autostart=true
Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, January 17, 2023, at 6:00 P.M. local time in the Lower-Level Meeting Room of Town Hall, 11 South Main Street, in person.


ABSENT:

ALSO PRESENT: Staff Members: Paul J. Schenkel, Commissioner of Public Works; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O’Brien, Communications Director.

ATTENDANCE: Thirty-four members of the public along with an interpreter attended.

Supervisor Smith called the Town Board meeting to order at 6:02 P.M. and invited all to join in the Pledge to Flag.

MINUTES OF THE DECEMBER 20 MEETING APPROVED
A Resolution to approve the Minutes of the Town Board meeting of December 20, 2022, was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:
RESOLVED, that the Minutes of the December 20, 2022, Town Board meetings are approved.

MINUTES OF THE JANUARY 5 MEETING APPROVED
Town Clerk McQuillen noted a correction under Personnel Matters, Designation of Delegate/Alternate Delegate for Association of Towns Annual Meeting, to show that Councilmember Townsend seconded that motion. Thereupon a Resolution to approve the Minutes of the Town Board meeting of January 5, 2023, as amended, was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Abstain: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the Minutes of the January 5, 2023, Town Board meetings are approved.

Councilmember Townsend asked for short term rentals to be referred to as such in minutes and not as Airbnb’s to alleviate confusion about the topic being discussed.

LEGAL MATTERS
There were no comments made.

PUBLIC HEARING SET FOR COMMUNITY DEVELOPMENT BLOCK GRANT AND APPOINTMENT OF FAIR HOUSING OFFICER
Supervisor Smith and Town Attorney Koegel explained two additional requirements of the Community Development Block Grant funding process for which Pittsford was awarded the grant for Senior Center
improvement projects. Each recipient of federal funds must host two public hearings on the grants, one during the application process, which was completed by the Town in 2022 and another during the implementation of the funds. In addition, the grant requires the Town to formally designate a Fair Housing Officer as a condition of receiving funding. Supervisor Smith moved to set a public hearing for February 7, 2023 at 6:00 pm at the Pittsford Town Hall to hear public comments on the Town’s community development needs, and to appoint the Town’s Director of Planning, Zoning and Development as the Town’s Fair Housing Officer. Deputy Supervisor Munzinger seconded, and board members voted as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the form of resolution attached hereto, for the purpose of setting a public hearing on February 7, 2023, at 6:00 pm at the Pittsford Town Hall to hear public comments on the Town’s community development needs, be and hereby is approved; and

**FURTHER RESOLVED**, that the Director of Planning, Zoning and Development be and hereby is appointed as the Town’s Fair Housing Officer.

**FINANCIAL MATTERS**

PUBLIC COMMENTS
No comments were submitted.

**JANUARY VOUCHERS APPROVED**
Board members acknowledge review of the voucher proposed for payment and a resolution to approve the proposed vouchers was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the January vouchers from numbers 159423 - 159666, in the amount of $895,250.96 were approved for payment.

**JANUARY SURPLUS APPROVED**
Upon review, a resolution to approve the surplus inventory listed was made by Councilmember Townsend, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the attached list of equipment be declared surplus and removed from the Town’s inventory.

<table>
<thead>
<tr>
<th>Asset  #</th>
<th>Year</th>
<th>Description</th>
<th>Department</th>
<th>Cost</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>11352</td>
<td>1985</td>
<td>Hon lateral legal file</td>
<td>Sewer</td>
<td>$244.00</td>
<td>Junked</td>
</tr>
<tr>
<td>19508</td>
<td>2013</td>
<td>46” LED Monitor</td>
<td>Library</td>
<td>$888.00</td>
<td>Junked</td>
</tr>
</tbody>
</table>

**PERSONNEL MATTERS**

PUBLIC COMMENTS
No comments were made.
HIRING/PERSONNEL ADJUSTMENTS APPROVED
A Resolution to approve the recommendations for new hires and status and/or salary changes was offered for approval by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, 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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Dept</th>
<th>Position</th>
<th>Rate</th>
<th>Date of Hire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audrey Kaufman</td>
<td>Recreation</td>
<td>REC ASST PT</td>
<td>$14.20</td>
<td>01/18/2023</td>
</tr>
<tr>
<td>Rileigh LeVan</td>
<td>Recreation</td>
<td>REC ASST PT</td>
<td>$14.20</td>
<td>01/18/2023</td>
</tr>
</tbody>
</table>

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

OTHER BUSINESS
Councilmember Townsend asked if a code or regulation exists that limits the time a garbage can may be left out. The Town Attorney responded that there is no such code provision. Referring to a sign at a shop in Pittsford Plaza, Councilmember Townsend inquired whether shop signage is allowed to mention that it offers THC for sale. The Town Attorney responded that sale of THC is not permitted and the Code Enforcement Officer will investigate. Councilmember Townsend also asked about complaints over an AirBnB in the Wilshire neighborhood. The Town Attorney responded that the Code Enforcement Officer shut down the filming of a movie at the site. The Town also notified the owner’s attorney that this was not permitted. He noted that there have been additional complaints by neighbors of the property about noise, lights at night and the parking of multiple vehicles. Upon investigation, the Code Enforcement Officer did not witness code violations. In response to the Councilmember’s further inquiry, he noted that the property’s owner lives out of town and employs a property manager for the AirBnB.

Councilmember Taylor proposed amending the meeting meal reimbursement language approved at the last meeting. The Board approved a $25 meal reimbursable rate; however, the federal reimbursement rate is $17. Following discussion, the Board determined to match the federal rate. Accordingly, Councilmember Taylor made a motion that staff members attending Association meetings will be reimbursed the higher of $17.00 per meeting for lunch expenses, or the applicable Federal per diem rate. Deputy Supervisor Munzinger seconded and the Board voted as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:
RESOLVED, Staff members attending Association meetings will be reimbursed the higher of $17.00 per meeting for lunch expenses, or the applicable Federal per diem rate.

PUBLIC COMMENTS
There were no public comments.

With no further business, the meeting adjourned at 6:22 p.m.

Respectfully submitted,
Minutes of the Town Board for January 17, 2023

Renee McQuillen
Town Clerk
MEMORANDUM

To: Town Board Members
From: Robert B. Koegel
Date: February 2, 2023
Regarding: Northside Fire Protection District Agreement
For Meeting On: February 7, 2023

Ladies and Gentleman:

Attached is a copy of the proposed “Northside Fire Protection District Agreement” with East Rochester. This is a renewal of an arrangement we have had with East Rochester since 1958, through which East Rochester provides fire protection services to an area of the Town known as the “Northside Fire Protection District,” which covers properties known as 882 – 966 Linden Avenue (excepting 958, 960 and 962 Linden Avenue) and properties known as 324 – 365 North Washington Street.

The terms of the proposed Agreement, which would be in effect for 5 years, provide that the Town make annual payments to East Rochester, in accordance with the equalization schedule which is attached to the Agreement as part of Schedule A. The Town’s cost for 2023 is $20,797.00. Adjustments are made each succeeding year to reflect annual budgetary submissions.

New York State Town Law Section 184 requires a public hearing be held, prior to approving a fire protection services contract.

RESOLUTION

I move that a Public Hearing be set for February 28, 2023 at 6:00 pm, local time, to consider approval of the proposed “Northside Fire Protection District Agreement” with the Town/Village of East Rochester.
NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE, that a public hearing will be held by the Town Board of the Town of Pittsford, New York, at the Town Hall, 11 South Main Street, Pittsford, New York, on the 28th day of February, 2023, at 6:00 o’clock P.M., Local Time, on the proposal to enter into an Agreement with the Town/Village of East Rochester, to be known as the “Northside Fire Protection District Agreement”, through which the Town/Village of East Rochester would continue to provide fire protection services to a specified area of the Town of Pittsford, which includes properties known as 882 – 966 Linden Avenue (excepting 958, 960 and 962 Linden Avenue) and properties known as 324 – 365 North Washington Street, for a period of five (5) years and for a specified fee. The specific language contained in proposed Agreement is available for review in the Town Clerk’s Office.

The aforesaid public hearing is required to be held pursuant to Section 184 of New York State Town Law.

Dated: February 7, 2023

Renee M. McQuillen
Town Clerk
Town of Pittsford
NORTHSIDE FIRE PROTECTION DISTRICT AGREEMENT

THIS AGREEMENT, made the ___ day of ______________, 2023, by and between the TOWN OF PITTSFORD, County of Monroe, New York ("Pittsford"), and the TOWN/VILLAGE OF EAST ROCHESTER, County of Monroe, New York ("East Rochester").

WITNESSETH:

WHEREAS, there has been duly established in Pittsford, a Fire Protection District known as the NORTHSIDE FIRE PROTECTION DISTRICT (the “District”), embracing territory in Pittsford, and outside East Rochester, and not included in any other fire protection district; and

WHEREAS, the District is fully described in a certain Resolution establishing it, adopted by the Town Board of Pittsford on November 5, 1958 and includes properties known as 882 – 966 Linden Avenue (excepting 958, 960 and 962 Linden Avenue) and properties known as 324 – 365 North Washington Street; and

WHEREAS, East Rochester currently provides and intends to continue to provide fire protection services to residents in the Town of Pittsford, under terms and conditions contained in an Agreement similar to the within Agreement; and

WHEREAS, after a duly held public hearing Pittsford was authorized to contract with East Rochester for fire protection to the District upon terms and conditions as hereinafter provided; and

WHEREAS, this Agreement has been duly authorized by the Trustees of East Rochester and the Town Board of Pittsford,

NOW, THEREFORE, in consideration of the foregoing, it is mutually agreed as follows:

1. The Fire Department of East Rochester (the “Department”) shall at all times during the term of this Agreement be subject to call for attendance upon any fire occurring in the District and when notified by alarm, telephone call or otherwise, of a fire within the District, the Department shall respond to and attend upon the fire without delay providing suitable ladders, pumping, hoses and other appurtenances of the Department. Upon arriving at the fire the firemen of the Department shall proceed diligently and in all reasonable ways to extinguish the fire and to preserve life and property in connection therewith.

2. East Rochester and the Department and the individual fire companies and the firemen thereof shall not be liable to Pittsford nor to the District, nor to the individual property owners thereof, nor to any other person for failure of the Department to respond promptly and with sufficient proper equipment to calls for assistance, except in those cases in which damages occurred, or were caused in
whole or in part by the negligence of East Rochester, the Department, the individual fire companies or the firemen thereof.

3. East Rochester shall hold Pittsford harmless and insure against any and all claims authorized by law for medical expense, lost wages, compensation, benefits or other claims arising by reason of the injury to or death of a fireman, or a member of the Department’s Emergency Relief Squad, a Fire Police Squad, or a Fire Patrol, sustained while answering, attending upon or returning from any such call in the District, including any and all liability which might be imposed upon East Rochester or the District or Pittsford by any provision of law.

4. East Rochester shall file with Pittsford a Certificate of such insurance with endorsements from qualified insurance companies specifying the extension of coverage to East Rochester to cover operations in the District and naming Pittsford as an additional insured.

5. In consideration of East Rochester, through its Department, furnishing aid and the use of its apparatus to Pittsford, Pittsford shall pay to East Rochester, for 2023, the sum of $20,797.00 which has been computed in accordance with the “Village of East Rochester Fire Department Budget” and “Equalization of Fire District Costs for 2023” attached hereto as, collectively, “Schedule A.” Such payment shall be made, by Pittsford, on or before June 30, 2023.

6. Commencing with 2024, the within Agreement may be renewed annually by the parties, subject to the provisions of Paragraph 9 hereof, such renewal to be confirmed by an amendment of the amount to be paid by Pittsford, to East Rochester, in accordance with the following procedure:

   (a) In the event that East Rochester elects to renew this Agreement, on or before August 1st of the year preceding such renewal, East Rochester shall compute and prepare “Budget” and “Equalization of Fire District Costs” Schedules as to the cost per thousand of assessed valuation for all properties receiving services in the Towns of Pittsford and Perinton and the Town/Village of East Rochester, together with the total proposed cost to each municipality to provide coverage. Such Schedules shall be computed and prepared utilizing a similar format and methodology as appear on “Schedule A” to this Agreement.

   (b) East Rochester shall forward such Schedules to Pittsford, to be received by Pittsford on or before August 1st of such year preceding renewal. In the further event that Pittsford also elects to renew this Agreement, it shall forward to East Rochester, on or before August 20th of such year preceding renewal, written confirmation of its acceptance of the foregoing Schedules. In the event of renewal, Pittsford shall make payment to East Rochester, in the amount reflected as
the "Proposed Cost to Municipality to Provide Coverage" for Pittsford on such Schedule, on or before June 30th of the renewal year.

7. All sums of money to be paid pursuant to this Agreement shall be a charge against the District and collected by Pittsford with the collection of its taxes.

8. Members of the Department, while engaged in the performance of their duties while answering, attending upon, or returning from any call provided for in this Agreement, shall have the same rights, privileges and immunities as if performing their duties within East Rochester.

9. This Agreement shall be effective January 1, 2023, and shall continue for a period of one (1) year, subject to the renewals provided for in Paragraph 6 hereof. This Agreement, and all renewals thereof, shall, in any event, expire on December 31, 2027.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed as of the day and year first set forth above.

TOWN OF PITTSFORD

By: ________________________________
    William A. Smith, Jr., Supervisor

ATTEST:

____________________________________
Renee McQuillen
Town Clerk of the Town of Pittsford

TOWN/VILLAGE OF EAST ROCHESTER

By: ________________________________
    John Alfieri, Mayor

ATTEST:

______________
Shelby E. Simmons
Clerk of the Town/Village of East Rochester

[054288-000043/5417252/1]
Northside Fire Protection Agreement
Pursuant to New York General Municipal Law Section 209-d, the East Rochester Fire Department hereby consents to the above-described Agreement.

EAST ROCHESTER FIRE DEPARTMENT

By: ________________________________
    President

ATTEST:

______________________________

Secretary, East Rochester Fire Department
## Schedule A

Fire Department Budget 2022-2023

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A3410.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A3410.1</td>
<td>Personal Services</td>
<td>$10,244</td>
</tr>
<tr>
<td>A3410.2</td>
<td>Equipment</td>
<td>$16,600</td>
</tr>
<tr>
<td>A3410.201</td>
<td>Capital Outlay</td>
<td>$ -</td>
</tr>
<tr>
<td>A3410.4</td>
<td>Contractual Expense</td>
<td>$201,356</td>
</tr>
<tr>
<td>A3410.470</td>
<td>Uniforms</td>
<td>$33,800</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$262,000</strong></td>
</tr>
<tr>
<td>A9045.8</td>
<td>Life Insurance</td>
<td>$22,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$22,000</strong></td>
</tr>
<tr>
<td>A9710.6</td>
<td>Serial Bond (princ)</td>
<td>$45,000</td>
</tr>
<tr>
<td>A9710.7</td>
<td>Serial Bond (int)</td>
<td>$1,516</td>
</tr>
<tr>
<td>A9730.6</td>
<td>Bond Antic Note (prin)</td>
<td>$255,000</td>
</tr>
<tr>
<td>A9730.7</td>
<td>Bond Antic Note (int)</td>
<td>$5,671</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>Fire Truck BAN issue in May 2023(int)</td>
<td><strong>$14,455</strong></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$321,641</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$605,641</strong></td>
</tr>
</tbody>
</table>
### EQUALIZATION OF FIRE DISTRICT COSTS FOR 2023

<table>
<thead>
<tr>
<th>MUNICIPALITY</th>
<th>ASSESSED VALUE OF AREA COVERED WITHIN EACH MUNICIPALITY</th>
<th>PROPOSED COST TO MUNICIPALITY TO PROVIDE COVERAGE</th>
<th>PROPOSED COST TO TAXPAYER PER $1,000 ASSESSED VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EAST ROCHESTER</td>
<td>$322,004,630</td>
<td>$414,922</td>
<td>$1.2886</td>
</tr>
<tr>
<td>PITTSFORD</td>
<td>$16,139,888</td>
<td>$20,787</td>
<td>$1.2886</td>
</tr>
<tr>
<td>PERINTON</td>
<td>$131,870,487</td>
<td>$169,923</td>
<td>$1.2886</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$470,015,005</td>
<td>$605,642</td>
<td>$1.2886</td>
</tr>
</tbody>
</table>

**COMMENTS:**

1. Based on a total assessed valuation of $470,015,005 each municipality will contribute $1.2886 per $1,000 of assessed value in order to fund total operating expenses of $605,642.

2. East Rochester's cost for 2023 will be $414,922.

3. Pittsford's cost for 2023 will be $20,787.

4. Perinton's cost for 2023 will be $169,923.

5. Fire district fees will be updated annually based on total assessed value and the cost of providing service.
MEMORANDUM

To: Town Board
From: Brian Luke, Director of Finance
Date: January 31, 2023
Regarding: Closing Capital Account for NYSERDA Grant
For Meeting On: February 7, 2023

The Town created a Capital Account in 2018 to receive funds awarded through a NYSERDA grant for installing another electric vehicle (EV) charging station and to install roof-mounted solar panels at King’s Bend Park. Both projects have been completed. Unused funds remain, totaling $7,613.71. Our auditor requires that we now close the capital account and transfer the remaining funds to the General Fund.

Resolved, that the Capital Account established for NYSERDA funds to install the electric vehicle charging station and solar panels be closed, and the remaining funds be transferred to the General Fund. Be it further resolved, that the Director of Finance is authorized to make the appropriate budget entries.
Budget Transfers

Be it resolved that the following are approved:

That $49,100.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to 1.2620.2007.10.3 (General Fund – Library Improvements) to purchase roof top unit for Library per 2023 budget.

That $9,000.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to the Turf Maintenance Capital Reserve Fund per the contract agreement with Pittsford Central School District.
MEMORANDUM

To: William A. Smith and Pittsford Town Board

CC: Jessie R. Hollenbeck, Recreation Director

Date: February 7, 2023

Regarding: 2023 Community Events Schedule

The Recreation Department is excited to offer another great year of events for the Pittsford Community! The schedule below outlines our community events schedule for 2023.

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paddle and Pour</td>
<td>Saturday, May 27 12-10pm</td>
<td>North Main Street</td>
</tr>
<tr>
<td>Memorial Day Parade</td>
<td>Monday, May 29 at 10:00am</td>
<td>Village</td>
</tr>
<tr>
<td>Concert #1</td>
<td>Friday, June 9 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concert #2</td>
<td>Friday, June 16 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concert #3</td>
<td>Friday, June 23 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concert #4</td>
<td>Friday, July 7 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Family Outdoor Movie #1</td>
<td>Thursday, July 13 at Dark</td>
<td>Sutherland High School</td>
</tr>
<tr>
<td>Concert #5</td>
<td>Friday, July 14 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concerts for Kids #1</td>
<td>Wednesday, July 19 at 6:30pm</td>
<td>Community Center</td>
</tr>
<tr>
<td>Concert #6</td>
<td>Friday, July 21 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Family Outdoor Movie #2</td>
<td>Thursday, July 27 at Dark</td>
<td>Sutherland High School</td>
</tr>
<tr>
<td>Concert #7</td>
<td>Friday, July 28 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concerts for Kids #2</td>
<td>Wednesday, August 2 at 6:30pm</td>
<td>Community Center</td>
</tr>
<tr>
<td>Concert #8</td>
<td>Friday, August 4 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Family Outdoor Movie #3</td>
<td>Thursday, August 10 at Dark</td>
<td>Sutherland High School</td>
</tr>
<tr>
<td>Concert #9</td>
<td>Friday, August 11 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Concerts for Kids #3</td>
<td>Wednesday, August 16 at 6:30pm</td>
<td>Community Center</td>
</tr>
<tr>
<td>Concert #10</td>
<td>Friday, August 18 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Family Outdoor Movie #4</td>
<td>Thursday, August 24 at Dark</td>
<td>Sutherland High School</td>
</tr>
<tr>
<td>Concert #11</td>
<td>Friday, August 25 at 6:30pm</td>
<td>Port of Pittsford Park</td>
</tr>
<tr>
<td>Event</td>
<td>Date/Time</td>
<td>Location</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>Food Truck and Music Fest</td>
<td>Saturday, September 9 12-9pm</td>
<td>Main Street 4-Corners Village</td>
</tr>
<tr>
<td>Family Halloween Fest</td>
<td>Sunday, October 22 2-5pm</td>
<td>Pittsford Community Center</td>
</tr>
<tr>
<td>Veteran’s Day Ceremony</td>
<td>Friday, November 11 at 11am</td>
<td>Carpenter Park - Memorial</td>
</tr>
</tbody>
</table>
MEMORANDUM

To: William A. Smith and Town Board
From: Jessie Hollenbeck, Recreation Director
Date: January 24, 2023
Regarding: Spring 2023 Recreation Programs
For Meeting On: February 7, 2023

The attached list of programs constitutes the list of spring 2023 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 2023 spring programs and authorize the Town Supervisor to sign instructor contracts as required.
Creative Painting and Drawing

Painting and drawing using creative techniques and a variety of materials. Each class will be a unique project with a focus on natural materials and drawing inspiration from nature. In this class, the student will work with ink, watercolor, acrylic, modeling clay, and more. The goal of this class is to inspire the participant to be creative, build color and composition techniques, and have fun while creating art.

Spring Etiquette Event

Join us for a brand-new etiquette event that covers a variety of etiquette and manners in a fun, interactive, hands-on approach that is a signature of our classes! This class springboards from our Mealtime Manners I and II classes (but you do not have to have taken them to enjoy this class.) We will serve a three-course meal: fruit salad, pizza, and dessert. We will cover in-depth topics such as place settings, mealtime manners, conversation skills, body language, posture, and more. An exciting, new napkin fold will be introduced. Halfway through we will take a break and get up and play “Mrs. Manner Says” (or read from a selection of manners and etiquette books.) There are numerous giveaways, and all leave with a favor and a folder full of valuable information!

Honoring Mother’s Day/Special Person & Child Event

Started by the Duchess of Bedford, learn the basics of afternoon tea (low tea) in English society. But, with a fun twist where we learn what the royals started, but now all enjoy! We will have afternoon tea (low tea) etiquette with that special person(s) to honor Mother’s Day. We will enjoy tea (or cider/juice), scones, and other delights. Activities such as tea napkin folds, and other engaging adult/child(ren) activities and giveaways will make this an unforgettable afternoon. We use only English china, where fresh flowers and beautiful table settings will welcome you. Everyone leaves with a favor!

Macrame Wall Hanging

Challenge your brain and dexterity while creating a beautiful wall hanging! You will be guided through a few different knots and will leave with a finished piece. All supplies included and color options are available.

Fluid Acrylics Art Class

This is the most creative you will get this season. Paint pouring can be easy. In this class Lesley will guide you through creating the “formula” for a successful fluid pour. Using colors of your choice you will choose from a number of different techniques for getting your mix on to the canvas/surface. That’s what makes it so exciting! We will complete 6 canvases of various sizes.
Gardening for Life

A native plant gardener is no ordinary gardener. We plant with the purpose of hosting and feeding bees, butterflies, moths, and birds. This two-hour class will provide you with the best practices to grow native plants successfully. The goal is to establish a corridor through Pittsford for pollinators by “connecting” to the habitats the Town of Pittsford has planted. No gardening experience is required – participants just need a commitment to experiment with native plants in an established or new garden. The fee includes a native plant for each gardener to take home.

Cyclic Yoga

Cyclic Yoga is the art of sequencing yoga asanas or pranayama and mudra techniques to maximize its benefits and energize the body and mind. Participants will experience a more significant level of psychological and physical well-being. Practitioners report profound relaxation, increased flexibility, and light-hearted feeling after each session.
# Town of Pittsford – Recreation Department

## Proposed Programs for Spring 2023

<table>
<thead>
<tr>
<th>Program</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Preschool</strong></td>
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<tr>
<td>Summer Fun Juniors Camp</td>
<td>Recreation Staff</td>
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<tr>
<td>Panther Pals</td>
<td>Recreation Staff</td>
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<tr>
<td>Preschool Adventures: Wildcard Week</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: All About Me</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Pigsty</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Baskets &amp; Bunnies</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Celebrate Spring</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Are You My Mother?</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Water Science</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures: Bugs</td>
<td>Sherry Murray</td>
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<tr>
<td>Preschool Adventures</td>
<td>Sherry Murray</td>
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<tr>
<td>S.T.E.A.M. Powered Play</td>
<td>Progressive Early Learning</td>
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<tr>
<td>Sensory and Science</td>
<td>Progressive Early Learning</td>
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<tr>
<td>Art and Sensory Play</td>
<td>Progressive Early Learning</td>
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<tr>
<td>Loose Parts Play</td>
<td>Progressive Early Learning</td>
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<tr>
<td>My Art Class</td>
<td>Mary Slaughter</td>
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<tr>
<td>Wiggles, Giggles, and Jiggles</td>
<td>Lisa Magliato</td>
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<td>Lil Athletes</td>
<td>Lisa Magliato</td>
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<tr>
<td>Soccer Shots for Youth</td>
<td>Soccer Shots Staff</td>
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<tr>
<td>Little Ninja Class</td>
<td>James Creighton &amp; Pete Reminicky</td>
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<tr>
<td>Semi-Private Gymnastics</td>
<td>Mary Slaughter</td>
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<td>Sporty Tots</td>
<td>Mary Slaughter</td>
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<td>Sporty Trainers</td>
<td>Mary Slaughter</td>
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<tr>
<td>My Gym Games</td>
<td>Mary Slaughter</td>
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<tr>
<td>Teeny Tiny Tap and Ballet</td>
<td>Jordan Wisset</td>
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<tr>
<td>Tiny Tap and Ballet</td>
<td>Jordan Wisset</td>
</tr>
<tr>
<td>Intro to Irish Dance</td>
<td>Amy Coppola</td>
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</tbody>
</table>
Youth & Teen

Summer Fun Camp
Summer Fun Camp Field Trips
Adventure Camp
The After School Program
Spring Break Camp- FUNomenal Spring Break!
Break Camp Day- Spring Explorers!
Earth Day Celebration- Free Event!
Bike Safety!
American Girl Doll Adventures
Parent and Child Clay Class
Creative Painting and Drawing
Private Piano Lessons
Spring Break Theatre Camp: Best of Disney
Disney’s Aladdin KIDS
Disney’s High School Musical JR.
The SpongeBob Musical: Youth Edition
Summer Theater Camps
Spring Etiquette Event
Harry Potter’s Hogwarts’ School of Etiquette
Honoring Mother’s Day/Special Person Event
American Red Cross – Babysitter’s Training
Safety First for Children
First Aid for Kids
CPR/First Aid Class for Pets
Kid’s Fun Spanish Class
College 101: Planning & Paying
Pittsford Ballet Pre-Ballet
Pittsford Ballet School
Irish Dance with Dunleavy
Irish Dance Special Event!
Semi-Private Lesson Gymnastics
Running Club Spring

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Sherry Murray
Marybeth Fitzsimmons
Yushan Socola
Beth Werner
Edward Rocha
Edward Rocha
Edward Rocha
Edward Rocha
Edward Rocha
Etiquette Chics
Etiquette Chics
Etiquette Chics
Domenic Danesi
Domenic Danesi
EPIC Trainings
EPIC Trainings
Lourdes de la Colina-Scofield
Paul Celuch
Karen Hanson
Karen Hanson
Amy Coppola
Amy Coppola
Mary Slaughter
Mary Slaughter
Running Club Ninjas
FIT Kids: Fencers in Training
Indoor Junior Tennis
Junior Group Tennis Lessons
Soccer Shots for Youth
Edge11 Elementary Soccer Academy
Martial Arts for Youth
A Horse’s Friend: Horsemanship
Junior Golf Camp
Junior Volleyball
FJ1 NFL Flag Football League
Youth Soccer- Summer
Yoga for Kids
Creative Dance & Movement
Beginners Boxing Camp

Mary Slaughter
Rochester Fencing Club Staff
Jeff Wagstaff
Jason Speirs
Soccer Shots Staff
Edge11 Soccer Staff
James Creighton
A Horse’s Friend
Erik Yaekel
Feng Zhang
Felix Joyner
Recreation Staff
Jessica Pereyra
Jessica Pereyra
Bee Relentless Boxing

**Adult Programs**
Guided Hikes on Pittsford Trails
Mendon Ponds Walking Tours
Cemetery Tour
Antiques and Collectibles
Fabulous Furnishings
Macrame Wall Hanging
Continuing Watercolor Class
Making Custom Crafted Soap
Soapmaking Basics
Bath Salts
Bath Fizzies
Pampered Feet
Fun Folds Note Cards Class
Masculine Note Card Class
Embossed Note Card Class
Fluid Acrylics Art Class

Recreation Staff
Jack Butler
Audrey Johnson & Vicki Profitt
Price Prazar
Peggi Heissenberger
Melissa Kleehammer
Kathy Armstrong
Beth Byrne
Beth Byrne
Beth Byrne
Beth Byrne
Beth Byrne
Pat Miller
Pat Miller
Pat Miller
Lesley Shakespeare
Pittsford Ballet School
Karen Hanson
Belly Dance
Deborah Robinson
Just Dance!
Lindsey Miller
American Red Cross CPR/AED
EPIC Trainings
American Red Cross First Aid
EPIC Trainings
CPR/First Aid for Pets
EPIC Trainings
Becoming a Notary Public
Kristin Cavallaro
Women and Financial Risk
Kitty Bressington
Learn Spanish: Enhance Your Brain
Lourdes de la Colina-Scofield
Wildlife Habitat Restoration
Jane McConnochie
Gardening for Life
Mary Moore
Pre-Licensing 5 Hour Course
Jon DelVecchio
Defensive Driving
Cindy St. George
Martial Arts for Adults
James Creighton
Martial Arts for Women
Tracy Maggio
Debbie McVean Aerobics
Debbie McVean
Pilates
Eva Pazral
Yoga
Eva Pazral
Therapeutic Yoga
Kaitlyn Vittozzi
The Remedy: Active Stretch
Lindsey Miller
261 Fearless Club Rochester Running
Lori Fox
Fit HomeBodies: At Home Fitness
Colleen Moran
Beginners Boxing Camp
Bee Relentless Boxing
Cyclic Yoga
Maryam Barmakirad
A Horse’s Friend: Adult Horsemanship Program
A Horse’s Friend
Adult Beginner Golf - Intro to Golf
Erik Yaekel
Adult Advanced Golf
Erik Yaekel
Adult Short Game Clinic
Erik Yaekel
Men’s Senior Golf Camp
Erik Yaekel
Ladies’ Senior Golf Camp
Erik Yaekel
Women’s Soccer League
Recreation Staff
MEMORANDUM

To: Pittsford Town Board
From: Cheryl Fleming, Personnel Director
Date: January 24, 2023
Regarding: Recommendations for Hiring/Personnel Adjustments
For Meeting On: February 7, 2023

1. The following employee(s) are recommended as a new hire, subject to successful completion of drug and background checks, based on the recommendation of the Functional Coordinator(s) for these areas:

<table>
<thead>
<tr>
<th>Name</th>
<th>Dept</th>
<th>Position</th>
<th>Rate</th>
<th>Date of Hire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emily Vaughan</td>
<td>Library</td>
<td>Library Page PT</td>
<td>$14.20</td>
<td>02/09/2023</td>
</tr>
<tr>
<td>Victoria Froula</td>
<td>Recreation</td>
<td>Student Helper PT</td>
<td>$14.20</td>
<td>02/13/2023</td>
</tr>
</tbody>
</table>

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Reason for Change</th>
<th>Rate</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>April Zurowski</td>
<td>PL &amp; Zo Administrator</td>
<td>Promotion</td>
<td>$29.40</td>
<td>01/30/2023</td>
</tr>
<tr>
<td>Julie Donnelly</td>
<td>REC ASST</td>
<td>Rehire – PT Seniors</td>
<td>$15.98</td>
<td>02/06/2023</td>
</tr>
<tr>
<td>Emily Vaughn</td>
<td>Library Aide</td>
<td>Additional Position</td>
<td>$15.98</td>
<td>02/09/2023</td>
</tr>
<tr>
<td>Zachary Condello</td>
<td>MEO III</td>
<td>Promo</td>
<td>$23.21</td>
<td>02/13/2023</td>
</tr>
<tr>
<td>Zachary Valletta</td>
<td>MEO III</td>
<td>Promo</td>
<td>$23.21</td>
<td>02/13/2023</td>
</tr>
<tr>
<td>Bryan Dahar</td>
<td>Sewer Spec I</td>
<td>Promo</td>
<td>$29.74</td>
<td>02/13/2023</td>
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<tr>
<td>Anthong VanScott</td>
<td>Sewer Spec I</td>
<td>Promo</td>
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<td>02/13/2023</td>
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<tr>
<td>Matthew Schneider</td>
<td>Sewe Inspector</td>
<td>Promo</td>
<td>$28.00</td>
<td>02/13/2023</td>
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<tr>
<td>Jacob Waters</td>
<td>Sewer Spec II</td>
<td>Promo</td>
<td>$26.28</td>
<td>02/13/2023</td>
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<tr>
<td>Kevin Smith</td>
<td>Sewer Spec III</td>
<td>Promo</td>
<td>$23.21</td>
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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):

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