Minutes of the Town Board for April 4, 2023

TOWN OF PITTSFORD
TOWN BOARD
APRIL 4, 2023

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, April 4, 2023, 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 Katherine B. Munzinger, Kim Taylor and Stephanie M. Townsend.

ABSENT: Councilmember Cathy Koshykar.

ALSO PRESENT: Staff Members: Brian Luke, Finance Director; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O’Brien, Communications Director; Spencer Bernard, Chief of Staff; Hayes Wallman, Deputy Town Clerk.

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

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

SUPERVISORS ANNOUCEMENTS
1. The 2023 Paddle and Pour poster was presented, with thanks to graphic artist Chris Lyons.
2. Congratulations to Pittsford’s Madison Murajda, age 5, for catching a 29" brown trout at the Riedman Fishing Derby, winning the Derby with the largest fish caught.
3. Relatively recent Federal legislation may make it possible for Pittsford to take part in Distributed Generation, a means by which the Town would provide electric power to residents at a lower cost than they currently pay. The Supervisor has met with a representative of an engineering firm to explore this possibility for Pittsford. There will be updates as more information becomes available.

MINUTES OF THE MARCH 21 MEETING APPROVED
A Resolution to approve the Minutes of the Town Board meeting of March 21, 2023, was offered by Councilmember Taylor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the Minutes of the March 21, 2023, Town Board meetings are approved.

LEGAL MATTERS
PUBLIC COMMENT
No comments were submitted.

APPROVAL OF 15 SUMMERS CIRCLE EASEMENT ENCROACHMENT AND HOLD HARMLESS AGREEMENT
Following a brief history of the location, Deputy Supervisor Munzinger made a motion to approve the proposed Easement Encroachment and Hold Harmless Agreement, seconded by Councilmember Townsend, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the proposed “Easement Encroachment and Hold Harmless Agreement” involving the Town’s easement located on 15 Summers Circle be approved and that the Supervisor be authorized to execute the agreement.

AUTORIZATION OF HARRIS BEACH BOND WORK ENGAGEMENT LETTER – 57 MONROE AVE. PROPERTY

Supervisor Smith moved to approve an engagement letter with Harris Beach PLLC for legal counsel services relating to the Town’s financing of the new facility at 57 Monroe Avenue, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the Town Board of the Town of Pittsford authorizes the Supervisor to execute an engagement letter with the Harris Beach law firm to provide bond counsel services to the Town in connection with the Town’s purchase and renovation of the 57 Monroe Avenue property.

FINANCIAL MATTERS

PUBLIC COMMENTS
No comments were submitted.

APPROVAL OF DISPOSITION OF SURPLUS INVENTORY

A resolution to approve the surplus inventory listed was made by Deputy Supervisor Munzinger and seconded by Councilmember Taylor and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the attached list of equipment be declared surplus and be 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>14346</td>
<td>2004</td>
<td>ClaytonMarcus Sofa</td>
<td>Seniors</td>
<td>$1,099.00</td>
<td>Junk</td>
</tr>
<tr>
<td>14347</td>
<td>2004</td>
<td>ClaytonMarcus Sofa</td>
<td>Seniors</td>
<td>$1,099.00</td>
<td>Junk</td>
</tr>
<tr>
<td>12686</td>
<td>1999</td>
<td>Kodak Slide BC4201</td>
<td>Rec</td>
<td>$515.00</td>
<td>Junk</td>
</tr>
<tr>
<td>13202</td>
<td>2000</td>
<td>Gressco Kindersystem DPS 999</td>
<td>Rec</td>
<td>$4,108.00</td>
<td>Junk</td>
</tr>
<tr>
<td>16479</td>
<td>2007</td>
<td>Sony Movie Projector</td>
<td>Rec</td>
<td>$1,005.00</td>
<td>Junk</td>
</tr>
<tr>
<td>18771</td>
<td>2016</td>
<td>Ford F-250</td>
<td>Highway</td>
<td>$28,549.16</td>
<td>Auction</td>
</tr>
<tr>
<td>18772</td>
<td>2016</td>
<td>Unicell Western Plow with Wing</td>
<td>Highway</td>
<td>$5,326.00</td>
<td>Auction</td>
</tr>
<tr>
<td>18773</td>
<td>2016</td>
<td>Tommy Gate</td>
<td>Highway</td>
<td>$2,950.00</td>
<td>Auction</td>
</tr>
<tr>
<td>17572</td>
<td>2013</td>
<td>Backup Camera</td>
<td>Highway</td>
<td>$195.00</td>
<td>Auction</td>
</tr>
<tr>
<td>17574</td>
<td>2014</td>
<td>6 Wheel Cab &amp; Chasis</td>
<td>Highway</td>
<td>$89,425.00</td>
<td>Auction</td>
</tr>
<tr>
<td>17574-B</td>
<td>2014</td>
<td>All Season Dump Body &amp; Tarp</td>
<td>Highway</td>
<td>$66,518.00</td>
<td>Auction</td>
</tr>
<tr>
<td>17575</td>
<td>2014</td>
<td>Plow Henderson</td>
<td>Highway</td>
<td>$6,000.00</td>
<td>Auction</td>
</tr>
<tr>
<td>17576</td>
<td>2014</td>
<td>Plow Wing Henderson</td>
<td>Highway</td>
<td>$4,000.00</td>
<td>Auction</td>
</tr>
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</table>
BUDGET TRANSFER APPROVED
A motion to approve the proposed budget transfer was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
Be it resolved that the following is approved:
That $3,400.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to 1.2620.2007.10.3 (General Fund – Library Improvements) to purchase water heater for Library per 2023 budget.

APPROVAL OF THE ADDITION TO THE FEE SCHEDULE FOR ONE DAY OFFICIANT LICENSE
A recently enacted State law requires town and city clerks to issue a one-day officiant license for those couples who wish to be married by a friend or relative. The officiant license will only be issued in connection with a marriage license issued by the clerk’s office. The fee for the license is $25 and needs to be added to the Town’s fee schedule. A motion was made by Councilmember Townsend and seconded by Councilmember Taylor, for the addition of this fee to the Town’s approved fee schedule.

The Resolution was declared carried as follows:
RESOLVED, that there be and hereby added to the Town of Pittsford’s Fee Schedule a fee of $25 in payment for a One-Day Marriage Officiant License.

RECREATION MATTERS
PUBLIC COMMENTS
No comments were made.

SUMMER 2023 RECREATION PROGRAMS
Following remarks from board members, a motion to approve the 2023 Recreation summer program schedule was made by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the Recreation Department 2023 summer programs are approved, and the Town Supervisor is authorized to sign instructor contracts as required.

2023 PADDLE & POUR TEMPORARY ACCESS LICENSE AGREEMENT FOR THE BANK OF AMERICA PARKING LOT
After discussion among the board members, Councilmember Townsend offered a motion for the Supervisor to be authorized to sign the Temporary Access License Agreement, Councilmember Taylor seconded, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:
RESOLVED, that the Town Board authorizes the Town Supervisor to sign the Bank of America license Agreement in regard to Paddle and Pour.
UPDATE ON GRANT FUNDING AND PROJECTS
Chief of Staff Spencer Bernard shared updates with board members on grant funded projects. The Town is nearing completion of the projects funded by the Community Development Block Grant. As soon as the warmer weather is here, crews will be back at the Spiegel Center to complete the pathway to the outdoor pavilion. Funding received from State Senator Samra Brouk has been earmarked for connecting the sidewalk between Mendon Rd. to Thornell Rd. Additional grant funding has been secured for the completion of Phase 2 of the French Road Sidewalk, infrastructure updates at the library, and for a sidewalk on East Street.

PERSONNEL MATTERS

PUBLIC COMMENTS
No comments were made.

HIRING/PERSOONNEL ADJUSTMENTS APPROVED
A Resolution to approve the recommendations for new hires and status and/or salary changes was offered for approval by Councilmember Taylor, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

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>Joseph Angora</td>
<td>Parks</td>
<td>Laborer-Seasonal</td>
<td>$18.10</td>
<td>04/10/2023</td>
</tr>
<tr>
<td>Richard Jones</td>
<td>Parks</td>
<td>Laborer-Seasonal</td>
<td>$18.10</td>
<td>04/10/2023</td>
</tr>
<tr>
<td>Sophia Ziakas</td>
<td>Parks</td>
<td>Laborer-Seasonal</td>
<td>$18.60</td>
<td>04/17/2023</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 shared an update from the Environment Board. Its members are researching funding resources for additional climate smart initiatives. They hope to have some recommendations for the board within the next month or so.

Councilmembers Townsend and Taylor offered remarks on the drag story hour event planned for April 15 at the Pittsford Community Center. Supervisor Smith shared background details to offer context to safety and security considerations.

PUBLIC COMMENTS
Comments were offered by Nancy Coates, Mike Shaughnessy, Bill Skuse, Scott Joerger, Sabrina Aldridge, Catherine Doyle, Richard Altier, John Kircher, Patrick Aldrich, Clayton J. Baker, M.D., Christine Winchester, Amy Ord, and Sadie Szrama

With no further business, the meeting adjourned at 7:05 p.m.
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Respectfully submitted,

Renee McQuillen
Town Clerk