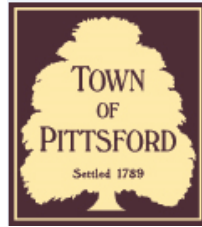


SUPERVISOR

William A. Smith, Jr.

**COUNCIL MEMBERS**

Kim Taylor, Deputy Supervisor
Naveen Havannavar
Cathy Koshykar
Stephanie Townsend

Town Board Agenda
Town Hall – 11 S. Main Street, Pittsford – Lower Level
Tuesday, October 1, 2024 – 6:00 PM

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

Approval of Minutes of the Meeting of September 17, 2024

Operational Matters

Public Comment

Five Year Renewal of Dog Park Intermunicipal Agreement with Monroe County

Extension of Food Scrap Intermunicipal Agreement with Monroe County

Discussion: Verizon Request for Cell Phone Antenna

Financial Matters

Public Comment

Budget Transfer

Justice Court Assistance Program (“JCAP”) Resolution

Personnel Matters

Public Comment

Hiring Resolution

Other Business**Public Comment****Adjournment**

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

ATTENDING IN PERSON

Comments:

As always, comments are open to Pittsford residents, owners of property in the Town who pay Town taxes, owners of 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/FcqTL0OYMCGU6WlccUApyUL3twz4dm9V/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 6:00 pm 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 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 2:30 pm 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. The Clerk will read your name, but not your street address unless you ask for it to be read.

2. On-Demand Video

As always, video will be uploaded to our cable access station's streaming portal subsequent to the meeting, usually within a few days. It is available on demand. You can see it here:

<https://videoplayer.telvue.com/player/FcqTL0OYMCGU6WlccUApyUL3twz4dm9V/stream/690?fullscreen=false&showtabssearch=true&autostart=true>

Minutes of the Pittsford Town Board for September 17, 2024

DRAFT TOWN OF PITTSFORD TOWN BOARD SEPTEMBER 17, 2024

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, September 17, 2024, 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 Naveen Havannavar, Cathy Koshykar, Stephanie Townsend, and Kim Taylor.

ABSENT: None.

ALSO PRESENT: Staff Members: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

ATTENDANCE: Seven members of the public along with an ASL 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.

SUPERVISOR'S ANNOUNCEMENTS

The Supervisor thanked Recreation Department staff for all their work on the Food Truck Festival, noting this year's crowd was one of the largest.

The Harvest Moon Festival will be held this Saturday, September 21, in the parking lot next to the grain tower in Schoen Place with parking in municipal lots and at Sutherland High School.

The Supervisor reminded people of the variety of farm stands selling fresh produce throughout the Town.

He reminded residents that they can vote this evening in the Pittsford Fire District's referendum regarding the sale of 19 North Main St. The vote takes place at Station 1 on Monroe Avenue in the Village from 6:00 PM to 9:00 PM.

MINUTES OF THE AUGUST 20 MEETING APPROVED

A Resolution to approve minutes of the Town Board meeting of August 20, 2024, was offered by Deputy Supervisor Taylor, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the August 20, 2024, Town Board meeting are approved.

LEGAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

Minutes of the Pittsford Town Board for September 17, 2024

APPROVAL OF COVENTRY RIDGE SUBDIVISION, SECTION 4 – UTILITY EASEMENT

Supervisor Smith moved approval of the utility easement, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorize the Town Supervisor to sign the proposed utility easement to Rochester Gas and Electric Corporation; Frontier Telephone of Rochester, Inc.; and Spectrum Cable Northeast LLC., located on the Town's parcel known as Coventry Ridge Subdivision Open Space "E," near the intersection of Clover Street and Coventry Ridge. This resolution is subject to a permissive referendum and the Town Clerk is directed to post and publish the required notice of such permissive referendum.

SHERIFF'S REPORT ON TRAFFIC STOPS

Captain Kevin Schoepfel, A Zone Commander of the Monroe County Sheriff's reviewed traffic stops and ticket data from the previous 6 months as requested by board members. There was a total of 804 stops resulting in a total of 89 written warnings and 434 Uniform Traffic Tickets written. He discussed expected staffing changes as more candidates graduate from the Sheriff Academy. He shared residents with traffic concerns can share that information with Sheriff's Office via their website at <https://www.monroecountysheriff-ny.gov/contact/citizen-feedback>.

Captain Schoepfel encouraged speed trailers, cameras at intersections, flashing pedestrian crosswalks and updated traffic engineering evaluations.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

AWARD TOBEY ROAD SIDEWALK ENGINEERING BID

Deputy Supervisor Taylor offered the motion to award McMahon LaRue Associates the Tobey Road Sidewalk Engineering Design Services bid, seconded by Councilmember Townsend and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

Resolved, that Town Board award the Tobey Road Sidewalk Engineering Design Services bid to McMahon LaRue Associates as lowest responsible bidder for an amount of \$39,260.

SET BID DATE FOR REPLACEMENT OF LIBRARY FLAT ROOF SYSTEM

Following a correction to the Resolution of the bid opening date to Wednesday, October 10, the resolution was moved by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

Resolved, that Town Board authorizes that a bid date be set for Wednesday, October 10, 2024, at 11:00 AM for the Replacement of the Library Flat Roof System.

NATIONAL GRID TOWER REPLACEMENT PROJECT

Supervisor Smith advised board members that National Grid is planning to replace the electric power towers that run through Town along the southern border of the Village and elsewhere. He and Commissioner Schenkel, the Chief of Staff and the Town Attorney have met with National Grid representatives to learn details of the project. As part of the project National Grid plans to expand its right-of-way by 50' on either side of the towers. The Supervisor noted that this could affect backyards of

Minutes of the Pittsford Town Board for September 17, 2024

residents who live along the towers' pathway and asked for more details. National Grid is to provide more detail. It committed that it will first advise the Town of any communication to be made to residents before contacting residents. The Town GIS department is preparing map to show the effect of the proposed right-of-way expansion throughout the Town.

FOOD SCRAPS COLLECTION PROGRAM

Commissioner Schenkel stated that the County has notified the Town that it will not continue the pilot program of food scrap collection. At the Town's request the County agreed to continue the program through most of December, at the County's expense. The Town Board can expect to see shortly a proposed intermunicipal agreement between the Town and the County for this purpose.

FINANCE MATTERS

PUBLIC COMMENTS

No comments were submitted.

EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Supervisor Smith, seconded by Deputy Supervisor Taylor, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

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

Asset #	Description	Department	Cost	Status
17285	2015 Ford F-250 Vehicle # 226-1	Sewer	\$ 25,341.00	Auction
17284	2015 Ford F-250 Vehicle # 225-1	Sewer	\$ 25,341.00	Auction
18709	Ford F550 Dump Body Truck Vehicle # 224-1	Sewer	\$ 56,513.95	Auction

RESPONSE FROM EQUITY ADVISORY COMMITTEE TO COUNCILMEMBER'S INQUIRY REGARDING THIRD PARTY EVENTS

Councilmember Townsend thanked committee members for their time in meeting and writing a response and suggested that the Town consider written internal guidelines that mirror the committee's recommendations. The Supervisor asked the Town Attorney to draft suggested guidelines for Board consideration.

SEPTEMBER VOUCHERS APPROVED

Board members acknowledged review of the vouchers proposed for payment and a resolution to approve the proposed vouchers was offered by Deputy Supervisor Taylor, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the September vouchers from numbers 167482 - 167789, totaling \$732,193.06 were approved for payment.

PERSONNAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

HIRING/PERSONNEL ADJUSTMENTS APPROVED

Minutes of the Pittsford Town Board for September 17, 2024

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

The Resolution was declared passed as follows:

RESOLVED, that the Town Board approves the appointment for the following employee(s):

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
Stephen Ward	Parks	Seasonal Laborer	\$18.10	09/03/2024
Logan Tomeny	Recreation	Rec Assistant	\$15.00	09/13/2024
Brian Regan	Library	Librarian I (Sub)	\$25.23	09/23/2024

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

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

Name	Position	Reason	Rate	Effective
Zackery Lieber	Laborer	Seasonal to FT	\$20.50	09/03/2024
Voirrey Moulton	Crossing Admin	Replacement	\$113.91/bi-wkly	09/03/2024.
Voirrey Moulton	Crossing Guard	Add'l Shift Added	\$224.75/bi-wkly	09/03/2024
Riley Vinci	REC Asst	Group Leader	\$16.00	09/05/2024
Richard Ross	Crossing Guard	Perm PT–Add't shift	\$674.25/bi-wkly	09/05/2024
Trisha Thakkar	CC Supv	Add'l Pos-front desk	\$17.13	09/07/2024
Binti Pulley	Library Aide	Rehire–PT	\$17.14	09/09/2024

OTHER BUSINESS

PUBLIC COMMENT

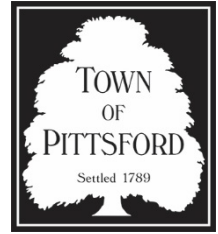
An email from Issac Barlet was read.

With no further business, the meeting adjourned at P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk

MEMORANDUM



To: Pittsford Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: September 24, 2024

Regarding: Five Year Renewal of Dog Park Intermunicipal Agreement with Monroe County

For Meeting On: October 1, 2024

Ladies and Gentlemen,

In 2019, the Town of Pittsford entered into a Intermunicipal Agreement with Monroe County related to the construction and administration of our Town Dog Park. The agreement states that the Town owns and maintains the Dog Park while the Monroe County Park's Department will assist with enrollment and management of users and will set consistent rules across all Monroe County Dog Parks. The agreement is set to expire. Attached is a 5-year renewal to the agreement that will be set to expire on October 1, 2029.

No other terms of the existing agreement change.

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

Resolved, that the Town Supervisor be and hereby is authorized to execute a 5-year renewal of the Intermunicipal Agreement dated December 3, 2019 between the Town and the County of Monroe, regarding construction and administration of the Town's dog park.

RENEWAL AGREEMENT FOR INTERMUNICIPAL AGREEMENT

THIS RENEWAL AGREEMENT (the "Renewal Agreement"), dated September __, 2024, is by and between the **COUNTY OF MONROE**, a municipal corporation having its office and place of business in the County Office Building, 39 West Main Street, Rochester, New York 14614 (the "County"), and the **TOWN OF PITTSFORD**, a municipal corporation having its offices at 11 South Main Street, Pittsford, New York 14534 (the "Town," and, together with the County, the "Parties").

WHEREAS, pursuant to Resolution 223 of 2019 of the Monroe County Legislature, the Town and the County entered into an Intermunicipal Agreement dated December 3, 2019 (the "IMA") regarding the construction and administration of a Town dog park; and

WHEREAS, in accordance with Section 3(2) of the IMA, the Parties desire to extend the term of the IMA until October 1, 2029.

NOW, THEREFORE, it is mutually covenanted and agreed by and between the Parties hereto, as follows:

1. TERM. In accordance with Section 3(2) of the IMA, the term of the IMA is hereby extended to and shall terminate on October 1, 2029.

2. NO OTHER CHANGES. All other terms and conditions of the IMA shall remain in full force and effect. Any capitalized terms not defined herein shall have the same meaning as defined in the IMA.

3. COUNTERPARTS. This Renewal Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The counterparts of this Renewal Agreement may be executed and delivered by facsimile or other electronic signature (including portable document format) by either of the Parties and the receiving party may rely on the receipt of such document so executed and delivered electronically or by facsimile as if the original had been received.

IN WITNESS WHEREOF, the Parties have hereunto executed this Renewal Agreement as of the date set forth above.

COUNTY OF MONROE

By: _____
Adam J. Bello
County Executive
Date _____

TOWN OF PITTSFORD

By: _____
William A. Smith, Jr.
Town Supervisor
Date _____

INTERMUNICIPAL AGREEMENT

THIS AGREEMENT, made this 3rd day of December, 2019, by and between the **COUNTY OF MONROE**, a municipal corporation with offices at 39 West Main Street, Rochester, New York, 14614, hereinafter referred to as "County", and the **TOWN OF PITTSFORD**, with offices at 11 South Main Street, Pittsford, NY 14534, hereinafter referred to as "Town" and collectively County and Town hereinafter referred to as the "Parties".

WHEREAS, the Town owns and operates the Pittsford Town Dog Park (the "Park"); and

WHEREAS, the Town desires to operate a dog park (the "Dog Park") within the Park; and

WHEREAS, the County presently operates dog parks authorized under Parks Law Section 323-20, with locations currently at Ellison Park and Greece Canal Park;

WHEREAS, the Town desires to operate the Dog Park in conformity with the procedures, rules and regulations established by the Monroe County Parks Law for its dog parks and to provide for reciprocal benefits for the use of County and Town off-leash dog areas; and

WHEREAS, the County desires to assist the Town with the Dog Park; and

WHEREAS, the parties desire to enter into this Intermunicipal Agreement to memorialize their respective rights and obligations in regards to the Dog Park; and

WHEREAS, the Monroe County Legislature has authorized the execution of an agreement with the Town by Resolution No. 223 of 2019, adopted on September 10, 2019, attached as Attachment "A"; and

WHEREAS, the Town is authorized to execute this agreement with the County, hereinafter the "Agreement", pursuant to Resolution No. ____ of 2019, adopted on 9/17, 2019, attached as Attachment "B".

NOW, THEREFORE, in consideration of the mutual covenants and agreement hereinafter set forth, the Parties hereto mutually agree as follows:

Section 1. RESPONSIBILITIES.

A. TOWN Responsibilities:

1. The Town shall maintain the Dog Park, with all the improvements set forth thereon, as shown on the drawing attached hereto Attachment "C".
2. The Town shall adopt the County requirements detailed in Parks Law Section 323-20(C): (1) Designated off-leash areas; (2) Licenses and Permits; (3) Dogs only; and (4) Rules and Regulations.
3. The Town shall create Dog Park Rules consistent with Monroe County Dog Park Rules, in which the Town shall be responsible for enforcing in the Town Dog Park.
4. The Dog Park shall be enclosed with a fence and a locked gate accessible to permit holders with an issued code.
5. The Town shall provide defined areas for small dogs (25 lbs. or less) and large dogs (dogs of any weight), which shall include appropriate signage designating such.
6. The Town shall provide dog waste bags in a dispenser in each defined area, along with a disposal container, and dog water fountains. Town is responsible for all maintenance and repairs of Dog Park.
7. The County will be responsible for all enrollment and membership management. The County will process and accept payment for all dog registration and give a portion of the \$24 fee back to Town for each resident of Pittsford.
8. The Town shall grant the individuals with permits for the County dog parks, regardless of residency, reciprocal rights of entry into the Dog Park.

9. The Town shall be responsible for maintaining its Dog Park and enforcing its Dog Park Rules.

B. COUNTY Responsibilities:

1. The County shall enroll, renew and manage the enrollment of any residents of Town or any other individuals desiring a permit for the Dog Park an annual fee of \$24 per dog.
2. On December 31st of each year of the Term, the County shall pay the Town \$12 of the enrollment or renewal fee for any resident of the Town obtaining or renewing a permit for the Dog Park during that year.
3. The County shall share its 4-digit Dog Park gate access code with the Town.
4. The County shall grant the individuals with permits for the Dog Park reciprocal rights of entry into the County off-leash dog areas.
5. The County shall be responsible for maintaining the County Dog Parks and enforcing its Dog Park Rules.

Section 2. SIGNS

In order to ensure consistency and conformity throughout the off-leash dog areas in the County, the County will allow the Town to have its Dog Park signs constructed, at no cost to the Town, by the County sign shop. The Town shall submit any requests for signage to the County's Director of Parks. Any signs approved or approved with modifications by the Director shall be constructed by the County sign shop.

Section 3. TERM

1. The term of this agreement shall be for five (5) years, from October 1, 2019 to September 30, 2024.
2. This Agreement may be renewed for up to three (3) additional terms of five (5) years each upon the mutual written consent of the Parties.

3. Either party may terminate this Agreement upon sixty (60) days written notice to the other party, provided however that all services undertaken prior to said notice shall be completed before the termination hereunder is effective, unless waived by the party receiving the services.

Section 4. AUTHORIZED AGENTS.

The County designates the Director of the Department of Parks and the Town of Pittsford designates the Town Supervisor, as the "Authorized Agents" for all communications pursuant to this Agreement.

Section 5. REQUIRED STANDARD CLAUSES FOR COUNTY CONTRACTS.

Appendix "A" contains the standard clauses for all Monroe County contracts and is attached hereto and is hereby made a part of this Agreement as if set forth fully herein.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals as of the day and year first above written.

COUNTY OF MONROE

By: _____

Name: Cheryl Dinolfo

Title: County Executive



TOWN OF PITTSFORD

By: _____

Name: William A. Smith, Jr.

Title: Supervisor

APPROVED AS TO SUFFICIENCY OF FUNDS	
SOURCE	8800
DATE	12/2/17
BY	DP
MONROE COUNTY BUDGET DIRECTOR	

STATE OF NEW YORK)
COUNTY OF MONROE) SS:

On this 23rd day of December, 2019 before me, the undersigned, a Notary Public in and for said State, personally appeared Thomas VanSledright ~~CHERYL DINOLFO~~, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Marilyn A.M. Perrin
Notary Public

MARILYN A.M. PERRIN
NOTARY PUBLIC, State of New York
Registration No. 01PE6387321
Qualified in Monroe County
Commission Expires February 11, 2023

STATE OF NEW YORK)
COUNTY OF MONROE) SS:

On this 3rd day of December, 2019 before me, the undersigned, a Notary Public in and for said State, personally appeared William A. Smith, Jr. personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Linda M. Dillon
Notary Public

LINDA M. DILLON
Notary Public, State of New York
No. 01DI6315988
Qualified in Monroe County
My Commission Expires on: 12-08-2022

MEMORANDUM

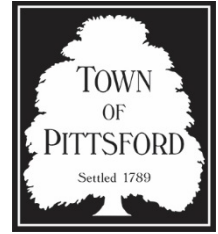
To: Pittsford Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: September 24, 2024

Regarding: Authorize Extension of Food Scrap Intermunicipal Agreement with Monroe County

For Meeting On: October 1, 2024



Ladies and Gentlemen,

As discussed at the previous Town Board meeting, the one-year Residential Food Scraps Pilot Project funded by New York State DEC is coming to an end. Monroe County has notified the Town that it will not be continuing the program. We have asked the County to continue the program to the end of the year and they have agreed. This gives participants more lead time to prepare or make other arrangements. Attached is an agreement between the Town and the County to extend the current intermunicipal agreement to December 20, 2024.

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

Resolved, that the Town Supervisor be and hereby is authorized to execute an extension, to December 20, 2024, of the Intermunicipal Agreement dated August 9, 2023 between the Town and the County of Monroe, regarding the pilot program for collection of residential food scraps.

**EXTENSION AGREEMENT FOR
PILOT PROGRAM FOR THE COLLECTION OF RESIDENTIAL FOOD SCRAPS**

THIS EXTENSION AGREEMENT (the “Extension Agreement”), dated September __, 2024, is by and between the **COUNTY OF MONROE**, a municipal corporation having its office and place of business in the County Office Building, 39 West Main Street, Rochester, New York 14614 (the “County”), and the **TOWN OF PITTSFORD**, a municipal corporation having its offices at 11 South Main Street, Pittsford, New York 14534 (the “Town,” and, together with the County, the “Parties”).

WHEREAS, the Town and the County entered into an Intermunicipal Agreement for the Collection of Residential Food Scraps dated August 9, 2023 (the “IMA”) to develop a pilot program for the collection of residential food scraps for diversion from landfilling as part of the County’s Local Solid Waste Management Plan and Climate Action Plan (the “Pilot Project”); and

WHEREAS, in accordance with Section 2 of the IMA, the Parties desire to extend the term of the IMA until December 20, 2024.

NOW, THEREFORE, it is mutually covenanted and agreed by and between the Parties hereto, as follows:

- 1. TERM.** In accordance with Section 2 of the IMA, the term of the IMA is hereby extended to and shall terminate on December 20, 2024.
- 2. CLOSEOUT.** During the period from September 18, 2024 until December 20, 2024 (generally herein, the “Closeout Period”):
 - a. The Town shall take all steps necessary or desirable to communicate the end of the program to its residents and any other requirements it deems necessary to close out its administration of the Pilot Project. The last date for Food Scraps drop off shall be Friday, December 13, 2024.
 - b. The County shall extend its contract with and payment to the Contracted Hauler throughout the Closeout Period. The last date for pick up by the Contracted Hauler shall be Tuesday, December 17, 2024.
 - c. The County shall require the Contracted Hauler to remove any and all equipment or infrastructure the Contracted Hauler placed or stored at the Drop-Off Locations. Such removal shall commence on December 16, 2024 and end no later than 5:00 pm on December 20, 2024.

The Town shall continue to serve as the primary point-of-contact for residents and program participants regarding the Pilot Project after the Closeout Period.

- 3. NO OTHER CHANGES.** All other terms and conditions of the IMA shall remain in full force and effect. Any capitalized terms not defined herein shall have the same meaning as defined in the IMA.
- 4. COUNTERPARTS.** This Extension Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall

constitute one and the same instrument. The counterparts of this Extension Agreement may be executed and delivered by facsimile or other electronic signature (including portable document format) by either of the Parties and the receiving party may rely on the receipt of such document so executed and delivered electronically or by facsimile as if the original had been received.

IN WITNESS WHEREOF, the Parties have hereunto executed this Extension Agreement as of the date set forth above.

COUNTY OF MONROE

By: _____
Adam J. Bello
County Executive
Date _____

TOWN OF PITTSFORD

By: _____
William A. Smith, Jr.
Town Supervisor
Date _____

MEMORANDUM

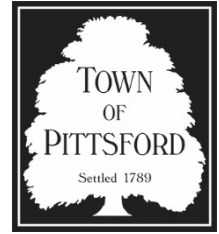
To: Town Board

From: W.A. Smith

Date: September 26, 2024

Regarding: Discussion of Verizon Request for Cell Antenna

For Meeting On: October 1, 2024



Verizon Wireless has approached the Town about erecting a cellphone antenna in the parking lot behind the Library, or mounting antennas on the Library itself. Verizon does not propose the traditional tall cell tower, but rather has suggested options for smaller antennas.

Page 1 of the attached set of images provides an aerial view of the parking lot and Library. It depicts in red the portions of the parking lot owned by the Town. Unshaded portions are the property of private owners. Verizon has contacted the Town for an answer first, before approaching the private landowners.

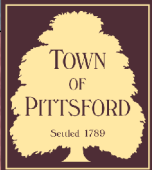
The remaining images depict three options Verizon suggests:

- **Option 1** illustrates a monopole antenna in the northwestern portion of the property as shown in the aerial view on Page 2. Pages 3 and 4 show, respectively, a side view of the proposed monopole and a close-up aerial depiction of the ground layout of the installation.
- **Option 2** provides for mounting an antenna on the roof of the Library. Page 5 shows the proposed location on the Library roof. Page 6 illustrates the view from the street. The mounting, on the flat roof, would be concealed by the mansard. The antenna and pole would rise above the mansard by approximately 8 to 12 feet, depending on the type of antenna erected, and would be visible from the street.
- **Option 3** calls for antennas on three of the Library's chimneys. These would match the color of the brick and would be mounted to the chimneys by metal bands of the same color. Page 7 shows the two antennas on the west side of the Library. Page 8 shows the third antenna on the chimney seen from the side of the building facing State Street. Pages 9 and 10 offer a closer view of each of the two options for the antenna mounted on the west side of the building closest to the street; an antenna would be placed on one or the other of the two chimneys shown.

Verizon offers \$12,000 per year for the monopole installation and \$14,400 per year for any of the Library installations.

Do we wish to accept Verizon's offer?

If so, which option?



Pittsford Community Library Parking Lot



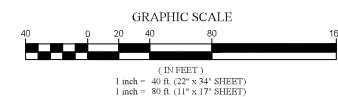
Source: Town of Pittsford GIS, September 2024
NYS Digital Orthoimagery Program, April 2023
Monroe County Real Property Tax Service, July 2024

Town of Pittsford GIS | September 27, 2024

Option 1



SCHEMATIC TOTAL HOLDINGS
 SCALE: 1" = 40' (22 x 34 SHEET)
 1" = 80' (11 x 17 SHEET)



verizon
 1275 JOHN STREET, SUITE #100
 WEST HENRIETTA, NEW YORK 14586

COSTICH ENGINEERING
 217 LAKE AVENUE
 ROCHESTER, NY 14609
 (585) 458-9020

- CIVIL ENGINEERING
- LAND SURVEYING
- LANDSCAPE ARCHITECTURE

NO.	DATE	COMMENTS
0	11/15/2023	BPK ISSUED FOR APPROVAL

PROJECT MANAGER
C.D.M.
 DRAWN BY
B.P.K.

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SCHOEN PLACE
 PROJECT ID: 17065752
 MDG LOCATION ID: 5000933210
 WBS PROJECT #: VZ-00361482

TOWN OF PITTSFORD
 COUNTY OF MONROE
 STATE OF NEW YORK

SHEET TITLE
CONCEPTUAL SCHEMATIC TOTAL HOLDINGS PLAN - D

C.E. JOB NUMBER
9174
 SHEET NUMBER
CC100

SHEET 01 OF 03

Option 1

Side View

TOP OF UTILITY POLE ELEV. @ 52.0± AGL

→ **55.54 Feet**

PROPOSED ANTENNA MOUNT

PROPOSED 2" U-GUARD (4" MAX)

PROPOSED 60' WOOD UTILITY POLE
(CLASS 2 OR BETTER PER ANSI
NATIONAL WOOD POLE STANDARDS)

PROPOSED COAX CABLES
(SIZE TO BE DETERMINED BY
CONSTRUCTION MANAGER)

NOTE:
EXISTING TREES AND
BOULDERS NOT
SHOWN FOR CLARITY.

GROUND ELEV.=0.0'± AGL, 483'± AMSL

GRAPHIC SCALE

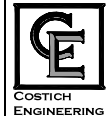
PROPOSED POLE ELEVATION

(IN FEET)

1 inch = 3 ft (22' x 34' SHEET)
 1 inch = 6 ft (11' x 17' SHEET)



1275 JOHN STREET, SUITE #100
WEST HENRIETTA, NEW YORK 14586



- CIVIL
ENGINEERING
- LAND
SURVEYING
- LANDSCAPE
ARCHITECTURE

217 LAKE AVENUE
ROCHESTER, NY 14608
(585) 458-9020

[illegible]PROJECT
MANAGER

C.D.M.

DRAWN BY

B.P.K.

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SITE INFORMATION

SCHOEN PLACE

PROJECT ID: 17065752

MDG LOCATION ID: 5000933210

WBS PROJECT #: VZ-00361482

TOWN OF PITTSFORD
COUNTY OF MONROE
STATE OF NEW YORK

SHEET TITLE

CONCEPTUAL PROPOSED
POLE ELEVATION - D

C.E. JOB NUMBER SHEET NUMBER

9174

CC200

SHEET 03 OF 03

Option 1

Ground Layout

Aerial View

[illegible]

PROJECT
MANAGER
C.D.M.
DRAWN BY
B.P.K.

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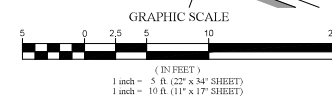
SITE INFORMATION
SCHOEN PLACE
PROJECT ID: 17065752
MDG LOCATION ID: 5000933210
WBS PROJECT #: VZ-00361482

TOWN OF PITTSFORD
COUNTY OF MONROE
STATE OF NEW YORK

SHEET TITLE

CONCEPTUAL SITE
PLAN - D

C.E. JOB NUMBER	SHEET NUMBER
9174	CC110
	SHEET 02 OF 03



Option 2

NORTH MAIN ST. / STATE RTE. 90

N/F CCF HOLDINGS LLC
151.18-3-28

N/F CANAL PARK PARTNERS LLC
151.18-3-29.2

N/F FOX FIVE LLC
151.18-3-26

N/F THOMAS C. HARTZELL JR.
151.18-3-23

N/F 4 NORTH MAIN LLC
151.18-3-22

N/F GERALD A. CLIFFORD & JOHN A. CLIFFORD II
151.18-3-23

N/F FGB PITTSFORD LLC
151.18-3-25

N/F TOWN OF PITTSFORD
151.18-3-31.1

N/F D2 PITTSFORD, LLC
151.18-3-32

N/F TOWN OF PITTSFORD
151.18-3-34.1

N/F 34-34 1/2 STATE LLC
164.07-1-1

N/F 38 STATE STREET LLC
164.07-1-2

STATE ST. / STATE RTE. 31

PROPOSED BELL ATLANTIC MOBILE SYSTEMS LLC ROOFTOP ANTENNA
LEASE AREA=10'x11' (110 sq. ft.)

GRAPHIC SCALE

(IN FEET)

1 inch = 40 ft (22" x 34" SHEET)
1 inch = 80 ft (11" x 17" SHEET)



1275 JOHN STREET, SUITE #100
WEST HENRIETTA, NEW YORK 14586



**COSTICH
ENGINEERING**

- CIVIL
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- LAND
SURVEYING
- LANDSCAPE
ARCHITECTURE

217 LAKE AVENUE
ROCHESTER, NY 14608
(885) 458-3020

[illegible]PROJECT
MANAGER

C.D.M

DRAWN BY _____

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SITE INFORMATION
SCHOEN PLACE
PROJECT ID: 17065752
MDG LOCATION ID: 500093321
WBS PROJECT #: VZ-00361482

TOWN OF PITTSFORD
COUNTY OF MONROE
STATE OF NEW YORK

SHEET TITLE

**CONCEPTUAL
SCHEMATIC TOTAL
HOLDINGS PLAN - B**

C.E. JOB NUMBER	SHEET NUMBER
-----------------	--------------

9174

CC100

SHEET 01 OF 03

Option 2



→ Height Above
Visible Line of Roof =
~8' to 12'



1275 JOHN STREET, SUITE #100
WEST HENRIETTA, NEW YORK 14586



- CIVIL ENGINEERING
- LAND SURVEYING
- LANDSCAPE ARCHITECTURE

217 LAKE AVENUE
ROCHESTER, NY 14608
(585) 426-5020

[illegible]PROJECT
MANAGER

C.D.M.

DRAWN BY _____

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SITE INFORMATION

SCHOEN PLACE
PROJECT ID: 17065752
MDG LOCATION ID: 5000933210
WBS PROJECT #: VZ-00361482.

TOWN OF PITTSFORD
COUNTY OF MONROE
STATE OF NEW YORK

SHEET TITLE

CONCEPTUAL PARTIAL
SOUTH BUILDING FACE
ELEVATION - B

C.F. JOB NUMBER SHEET NUMBER

9174

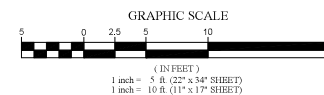
CC200

SHEET 03 OF 03

1
CC200


PARTIAL SOUTH BUILDING FACE ELEVATION

SCALE: 1" = 5' (22 x 34 SHEET)
1" = 10' (11 x 17 SHEET)



Option 3



 COSTICH	Costich Engineering Land Surveying Landscape Architecture 217 LAKE AVENUE ROCHESTER, NY 14608 (585) 458-3020	PROJECT NAME Schoen Place	PHOTO DESCRIPTION Photosimulation of proposed chimney mounted antennae	DATE OF PHOTO 10/18/2023
		Photo 1		C.E. JOB# 9174
			PHOTO COORDINATES 43° 05' 31.4000" N, 77° 30' 47.8764" W	PHOTO LOCATION View S from Canal Boardwalk 535' from site



Option 3



COSTICH

Costich Engineering
Land Surveying
Landscape Architecture

217 LAKE AVENUE
ROCHESTER, NY 14608
(585) 458-3020

PROJECT NAME
Schoen Place
Photo 2

PHOTO COORDINATES
43° 05' 22.6752" N, 77° 30' 46.8864" W

PHOTO DESCRIPTION
**Photosimulation of proposed
chimney mounted antenna**

PHOTO LOCATION
View N from South St.
320' from site

DATE OF PHOTO
10/18/2023

C.E. JOB#
9174

Project ID
17065752

Option 3



COSTICH

Costich Engineering
Land Surveying
Landscape Architecture

217 LAKE AVENUE
ROCHESTER, NY 14608
(585) 458-3020

PROJECT NAME

Schoen Place

Photo 3

PHOTO COORDINATES

43° 05' 27.4428" N, 77° 30' 48.1791" W

PHOTO DESCRIPTION

**Photosimulation of proposed
chimney mounted antenna**

PHOTO LOCATION

**View S from Parking Lot
138' from site**

DATE OF PHOTO

7/17/2024

C.E. JOB#


9174

Project ID

17065752



Option 3

 COSTICH	PROJECT NAME Schoen Place		PHOTO DESCRIPTION Photosimulation of proposed chimney mounted antenna	DATE OF PHOTO 7/17/2024
	Photo 4		PHOTO LOCATION View NE from across State St. 172' from site	C.E. JOB# 9174
	PHOTO COORDINATES 43° 05' 24.1658" N, 77° 30' 48.4276" W			Project ID 17065752

Costich Engineering
Land Surveying
Landscape Architecture
217 LAKE AVENUE
ROCHESTER, NY 14608
(585) 458-3020

10/1/24

Budget Transfer

Be it resolved that the following is approved:

That \$16,000.00 be transferred from 1.1990.4000.1.1 (General Fund – Contingency) to 1.2620.2007.10.3 (General Fund – Library Capital Improvements) for the replacement of the low voltage light system at the Library.

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 1st day of October, 2024.

PRESENT: William A. Smith, Jr., Supervisor
Kim Taylor, Deputy Supervisor
Naveen Havannavar, Councilmember
Cathleen A. Koshykar, Councilmember
Stephanie M. Townsend, Councilmember

In the Matter

of

THE ADOPTION OF A TOWN BOARD RESOLUTION
AUTHORIZING THE PITTSFORD TOWN COURT TO
APPLY FOR A JUSTICE COURT ASSISTANCE PROGRAM
GRANT FOR A COURTROOM SOUND SYSTEM
TWO NEW DESKS FOR THE OFFICE, TWO
VERTICAL FILING CABINETS, NEW RAILS AND
DIVIDERS FOR THE EXISTING HORIZONTAL FILING
CABINETS, AND TWO PACKS OF BANKER BOXES.

RESOLUTION

WHEREAS, the Pittsford Town Court has requested authorization from the Pittsford Town Board to apply for grant funding from the Justice Court Assistance Program ("JCAP") during the upcoming grant cycle to pay to obtain a courtroom sound system, two new desks for the office, two vertical filing cabinets, new rails, and dividers for the existing horizontal filing cabinets, and two packs of banker boxes.; and

WHEREAS, the Town Board wishes to accommodate and support the Town Court's application for the JCAP grant which the Town Court seeks; and

WHEREAS, it was the decision of the Town Board that it should authorize the Town Court to apply for the JCAP grant.

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

RESOLVED, that The Board of the Town of Pittsford authorizes the Pittsford Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$30,000.

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

William A. Smith, Jr.	VOTING
Kim Taylor	VOTING
Naveen Havannavar	VOTING
Cathleen A. Koshykar	VOTING
Stephanie M. Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: October 1, 2024

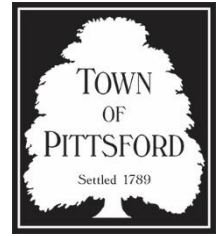
Renee M. McQuillen, Town Clerk

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 October, 2024.

Renee M. McQuillen, Town Clerk

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: September 18, 2024

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: October 1, 2024

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:

Name	Dept	Position	Rate	Date of Hire
Sophia McCoy	Recreation	Rec Asst – Afterschool	\$15.00	09/30/2024
Barb Mosakowski	Recreation	Rec Asst - Childwatch	\$17.13	10/03/2024

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

Name	Dept	Position	Rate	Date of Hire
Sophia McCoy	Recreation	Rec Asst – Afterschool	\$15.00	09/30/2024
Barb Mosakowski	Recreation	Rec Asst - Childwatch	\$17.13	10/03/2024

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

Name	Position	Reason	Rate	Effective
Stephen Ward	Sewer - Laborer FT	Replacement	\$20.50	10/07/2024

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	Rate	Effective
Stephen Ward	Sewer - Laborer FT	Replacement	\$20.50	10/07/2024