

Minutes of the Town Board for October 17, 2017

**TOWN OF PITTSFORD
TOWN BOARD
OCTOBER 17, 2017**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, October 17, 2017 at 6:00 P.M. local time in Pittsford Town Hall.

PRESENT: Supervisor William A. Smith, Jr.; Councilpersons Mary Gehl Doyle, Jared C. Lusk, Katherine B. Munzinger, and Matthew J. O'Connor.

ABSENT: None.

ALSO PRESENT: Staff Members: Paul J. Schenkel, Commissioner of Public Works; Greg Duane, Finance Director; Robert Koegel, Town Attorney and Linda M. Dillon, Town Clerk.

ATTENDANCE: There were fifteen (15) members of the public in attendance. Also in attendance were three (3) additional staff members.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. The Town Clerk noted all members present. Thereafter, Supervisor Smith invited Deputy Supervisor Lusk to lead in the Pledge to the Flag.

MINUTES OF OCTOBER 3, 2017 MEETING APPROVED

A Resolution to approve the Minutes of the October 3, 2017 Town Board meeting was offered by Councilman O'Connor, seconded by Councilwoman Doyle, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the October 3, 2017 are approved as written.

LEGAL MATTERS

SEWER DISTRICT EXTENSION SWA NO. 18 (YMCA) PUBLIC HEARING SET

WHEREAS, a Petition, signed by the sole owner of the proposed "Extension SWA No. 18" to the Pittsford Sewer District, has been presented to the Town Board of Pittsford, Monroe County, New York, the said proposed Extension being located, in general terms, on the real property situated on the northwest corner of the intersection of West Jefferson Road (State Route 252) with Clover Street (State Route 65), Pittsford, New York, all as is more particularly set forth in the Petition; and

WHEREAS, no public monies are proposed to be expended for the Extension of the District; and

WHEREAS, the anticipated Sewer Entrance, Connection and other County Fees to be paid by the owner of each unit within the Extension, in the first year following the proposed Extension, are in the aggregate amount of \$633.25;

NOW, ON MOTION duly made by Deputy Supervisor Lusk, and seconded by Councilwoman Doyle, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor; Nays: none, the Resolution was declared carried as follows:

RESOLVED AND ORDERED, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, on the 8th day of November, 2017 at 6:00 o'clock P.M., Local Time, to consider the said Petition and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation to the said Petition as may be required by law or proper in the premises; and it is further

RESOLVED AND ORDERED, that a copy of the within Order be duly published in the Brighton-Pittsford Post, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said hearing.

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FINANCIAL MATTERS

OCTOBER VOUCHERS APPROVED

A Resolution to approve the October 2017 vouchers was moved by Deputy Supervisor Lusk, seconded by Councilwoman Munzinger, and voted on by the members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the October 2017 vouchers No. 132951 through No. 133421 in the amount of \$ 1,428,797.01 are approved for payment.

BUDGET TRANSFERS AND AMENDMENTS APPROVED

A Resolution to approve the proposed Budget Transfer was moved by Councilman Munzinger, seconded by Councilwoman Doyle, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following budget transfer is approved:

That \$500,000.00 be transferred from 1.9950.9000.1.1 (Transfer to Capital – Expense) to SCC Capital Project to offset costs associated with the project, and be it further

Thereafter, a Resolution to approve the proposed Budget Amendment was moved by Councilwoman Doyle, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following budget amendment is approved:

That line item 3.7410.4134.23.3 (Library – Database) be increased by \$3,000.00 to cover costs associated with database management. The source of these funds will be Bullet Aid from Monroe County. Be it further

RESOLVED, that the Director of Finance make the appropriate budget entries.

OPERATIONAL MATTERS

UPDATE ON DERELICT PROPERTIES IN PITTSFORD BY FIRE MARSHAL, KELLY CLINE

Fire Marshal/Code Compliance Officer, Kelly Cline, presented an update to the board on the progress achieved by the Town on various properties in Pittsford that are in foreclosure, been abandoned or have fallen into disrepair or neglect. Code Compliance Officer Cline reported that since the enactment of the new Town Code, addressing property maintenance, in 2014, the Town has seen a turnover of thirty-two (32) homes that were either in foreclosure or "walk-aways", having them now be actively owned and maintained by their owners or new owners. Currently we are monitoring fifteen (15) homes and have just been notified within the last day of two (2) additional homes that need to be monitored as well. The new Town code has enabled the Town to streamline its efforts to identify the owners, requiring banks and owners to register with the Town and to require adequate maintenance of the properties.

BILLING FOR PROPERTY MAINTENANCE OF 57 KIRKLEES ROAD APPROVED

A Resolution to authorize the billing for property maintenance of 57 Kirklees Road was offered by Councilwoman Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

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RESOLVED, that the Director of Finance is authorized to bill the property owner of 57 Kirklees Road, in the amount of \$225.00, for the cost of maintaining this property. After 45 days, if the bill is unpaid, that same amount will be levied on their Property Tax Bill as outlined in Section 66-13 of the Pittsford Town Code.

PERSONNEL MATTERS

RECOMMENDATIONS FOR HIRING APPROVED

A Resolution to approve the new hire, as recommended by the Functional Coordinator and following the completed review and background checks necessary, was offered by Councilman O'Connor, seconded by Councilwoman Munzinger, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following employees be hired effective as of the date listed below under Effective Date, and is hereby approved.

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate</u>	<u>Effective Date</u>
Kathryn Kluge	Recreation	Rec Assistant I	9.70	TBD
Melissa Multer	DPW	Sewer Specialist II	23.08	10/30/2017
Ryan Secor	Highway	Laborer	11.00	TBD

Be it further

RESOLVED, that the following employees receive a salary adjustment due to an additional position being added within their current Recreation department:

<u>Name</u>	<u>Position</u>	<u>Old Rate</u>	<u>New Rate</u>	<u>Effective From:</u>
Bailey Colomaio	Rec Asst 3	n/a	11.26	10/09/2017
Acacia Ragona	Rec Asst 3	n/a	11.26	10/09/2017
Briana Hanson	Rec Asst 3	n/a	11.26	10/09/2017

Be it further

RESOLVED, that the following employee receive a salary adjustment as recommended hereto:

<u>Name</u>	<u>Position</u>	<u>Retro Amt Due</u>	<u>New Rate</u>	<u>Effective From:</u>
Mark Lenzi	Building Inspector	\$2,114.84	\$55,000	08/01/2016

TOWN BOARD COMMENTS AND UPDATES

Deputy Supervisor Lusk thanked the Town's service workers that responded on Sunday evening to the rain/wind storm that came through that evening.

Councilman O'Connor reported that the Vehicle Charging Station has been up and running since September 19th and that there were 14 vehicles that utilized the charging station 40 times in the month of September, and that so far in October, there have been 19 vehicles that have utilized the charging station a total of 37 times. This ultimately has saved a total of 440 pounds of greenhouse gases, by the use of these electric vehicles.

ADJOURNMENT

Having no further business to discuss, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Linda M. Dillon, Town Clerk

OFFICIAL BOARD MINUTES ARE ON FILE IN THE OFFICE OF THE TOWN CLERK