

## Minutes of the Town Board for May 21, 2019

### TOWN OF PITTSFORD TOWN BOARD MAY 21, 2019

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, May 21, 2019 at 6:00 P.M. local time in Town Hall, Lower Level Meeting Room.

**PRESENT:** Supervisor William A. Smith, Jr.; Councilpersons Kevin Beckford, Katherine B. Munzinger, Matthew J. O'Connor and Stephanie Townsend.

**ABSENT:** None.

**ALSO PRESENT:** Staff Members: Jessie Hollenbeck, Recreation Director; Paul Schenkel, Commissioner of Public Works; Greg Duane, Finance Director; Linda M. Dillon, Town Clerk, Suzanne Reddick, Assistant to Supervisor and Shelley O'Brien, Communications Director.

**ATTENDANCE:** There were eight (8) members of the public in attendance, as well as one (1) additional staff members and a sign language interpreter.

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

#### **SUPERVISOR'S ANNOUNCEMENTS**

Supervisor Smith announced and invited the public to participate in the following upcoming events:  
**Paddle and Pour Art and Music Festival** – Saturday, May 25 from Noon – 10PM on Schoen Place, in conjunction with the Pittsford Regatta.

**Memorial Day Parade** – Monday, May 27 at 10 a.m., beginning on Sutherland Street to Jefferson to Main Street, ending at the Pittsford Cemetery where there will be a remembrance ceremony honoring our veterans.

**Pittsford Triathlon** - Sunday - June 2 at Thornell Farm Park, registration is underway.

**Classic Car Show** – Car, Bike and Boat Show on Sunday, June 2 in the Library Municipal Parking Lot from 11AM – 4PM.

**Library Closed** – The Library will be closed for maintenance and improvements from Friday, May 24 – Tuesday, May 28, reopening on Wednesday, May 29.

**Sale of 5611 Pittsford-Palmyra Road** (temporary Recreation Center) – Supervisor Smith announced that at the end of the May 7 meeting, the Town Board met in Executive Session and following Executive Session, after returning to the regular meeting, a vote was held and approved for the sale of Town property located at 5611 Pittsford-Palmyra Road. The sale price exceeds the total of (1) the price the Town paid for the property and (2) the cost of all renovations and improvements the Town made to the property since its purchase.

#### **MEETING MINUTES OF MAY 7, 2019 APPROVED**

A Resolution to approve the Meeting Minutes of the May 7, 2019 meeting, was offered by Councilwoman Townsend, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

**RESOLVED**, that the Meeting Minutes of the May 7, 2019 meeting are approved.

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**LEGAL MATTERS  
PUBLIC COMMENTS**

No public comments were offered.

**PUBLIC HEARING SET FOR LOCAL LAW NO. 2 OF 2019 – EXTENSION OF  
TEMPORARY MORATORIUM ON SUBDIVISION OF REAL PROPERTY IN RRSP  
ZONING DISTRICT AND EXTENDED RRSP ZONE**

A Resolution to Set a Public Hearing to consider Local Law No. 2 of 2019 was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

WHEREAS, true and correct copies of proposed Local Law No. 2 of 2019: Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the Extended RRSP Zone, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 2 of 2019, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 18th day of June, 2019, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 2 of 2019;

NOW, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 18th day of June, 2019, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of said proposed Local Law No. 2 of 2019; and be it further

**RESOLVED**, that a Notice of Hearing and a copy of said proposed Local Law No. 2 of 2019, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

**RESOLVED**, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 2 of 2019, or a summary thereof, on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

**PUBLIC HEARING SET FOR SEWER DISTRICT EXTENSION JH-157 (ALPINE RIDGE  
SUBDIVISION)**

Owners of properties on Mendon Road and West Bloomfield Road have requested to be part of or contiguous to the new Alpine Ridge Subdivision, as a sewer extension and have submitted a Petition requesting the extension. Therefore, a Resolution to set a Public Hearing for consideration of Sewer District Extension JH-157 (Alpine Ridge Subdivision) was offered by Councilman O'Connor, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

In the Matter of adding "Extension JH-157, (Alpine Ridge Subdivision)" to the PITTSFORD SEWER DISTRICT including the following properties:

651 Mendon Road 26.3 acres  
206 W. Bloomfield Road 2.2 acres  
208 W. Bloomfield Road 2.1 acres  
597 Mendon Road

T.A. No. 192.01-1-6  
T.A. No. 178.03-2-36  
T.A. No. 178.03-2-38  
T.A. No. 178.03-2-10

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611 Mendon Road  
619 Mendon Road  
625 Mendon Road

T.A. No. 178.03-2-9  
T.A. No. 178.03-2-8  
T.A. No. 178.03-2-30

WHEREAS, a Petition, signed by the sole owners of the proposed "Extension JH-157, (Alpine Ridge Subdivision)" 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 located on or about Mendon Road and West Bloomfield Road, 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 \$911.98;

NOW, ON MOTION duly made and seconded, it is

**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 18th day of June, 2019 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.

### **AMENDMENT TO PROPOSED RESOLUTION TO RATIFY DESIGN REVIEW AND HISTORIC PRESERVATION BOARD'S APPROVAL OF YMCA SIGNAGE**

Supervisor Smith offered a motion to amend the proposed Resolution to Ratify the Design Review and Historic Preservation Board's Approval of YMCA's Signage adding two paragraphs to clarify responsibilities and procedures for signage approval. The motion was seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that an amendment be made to the proposed Resolution to Ratify the Design Review and Historic Preservation Board's Approval of the YMCA Signage, with the addition of the last two paragraphs.

### **RATIFICATION OF DESIGN REVIEW AND HISTORIC PRESERVATION BOARD APPROVAL OF YMCA SIGNAGE APPROVED AS AMENDED**

A Resolution to ratify the Design Review and Historic Preservation Board's Approval of the YMCA Signage, as amended, was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

WHEREAS, at its regular meeting held on December 14, 2017, the Design Review and Historic Preservation Board considered an application for Commercial Design Review of a new branch facility and accessory structure of the YMCA of Greater Rochester (the "YMCA") at 2300 West Jefferson Road on Parcels 9 and 10 of the Tobey Planned Unit Development (PUD), pursuant to Town Code §185-205(B); and

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WHEREAS, the application included engineering/architectural drawings indicating the mounting of four (4) YMCA identification signs on the new branch facility which, according to the "material legend" on the drawings, would be "PIN LETTER BACKLIT SIGNAGE;" and

WHEREAS, at its December 14, 2017 meeting, the Design Review and Historic Preservation Board approved the YMCA's application for Commercial Design Review of the new branch facility and accessory structure as submitted, including the illuminated signs; and

WHEREAS, the Design Requirements of the Town of Pittsford, New York Tobey Planned Unit Development Zoning, Land Use, and Development Guidelines (the "Guidelines") require authorization by the Town Board for any illuminated signage;

NOW, on motion duly made and seconded, it is

**RESOLVED**, that the Town Board hereby ratifies and approves the determination of the Design Review and Historic Preservation Board that the four (4) YMCA identification signs to be mounted on the new branch facility will be "PIN LETTER BACKLIT SIGNAGE"; and be it further

**RESOLVED**, that all signage for all aspects of the YMCA facilities on Parcels 9 and 10 will otherwise comply with all provisions of the Guidelines and all terms and conditions of any signage approval granted by the Design Review and Historic Preservation Board pursuant to Town Code §185-205(C);

**RESOLVED**, in furtherance of the immediately foregoing resolution, any PIN LETTER BACKLIT SIGNAGE to be mounted on the new branch facility will be subject to review and approval of such proposed signage by the Design Review and Historic Preservation Board pursuant to an application for Signage Review under §185-205(C) of the Town Code; and be it further

**RESOLVED**, that the Design Review and Historic Preservation Board be, and hereby is, authorized, as part of its consideration of any such application for Signage Review, to set hours during which the signs may be illuminated.

### **FINANCIAL MATTERS PUBLIC COMMENTS**

No public comments were offered.

### **TROY AND BANKS CABLE AUDIT AGREEMENT APPROVED**

Following a brief explanation of the Troy and Banks Cable Audit by Finance Director Greg Duane, a Resolution to approve the Agreement with Troy and Banks to conduct an audit of the cable franchise fees was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

**RESOLVED**, that the Supervisor is authorized to enter into an agreement with Troy and Banks for an audit of the cable franchise fees.

### **MAY VOUCHERS APPROVED**

A Resolution to approve the May 2019 vouchers was moved by Councilman O'Connor, seconded by Supervisor Smith, and voted on by the members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the May 2019 vouchers No. 141461 through No. 141940, in the amount of \$841,572.42 are approved for payment.

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### OPERATIONAL MATTERS

#### PUBLIC COMMENTS

No public comments were offered.

### CONTRACT TO DELL MARKETING, L.P. FOR EQUIPMENT AWARDED

A Resolution to award the 2019 Dell RFQ to Dell Marketing, L.P. was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Town Board awards the 2019 Dell RFQ to Dell Marketing, L.P. for an amount not to exceed \$33,983.76. Town Board also authorizes the Technology Director to proceed with the purchase of the quoted hardware and authorizes the Supervisor to execute any documents necessary to effectuate the purchase.

### PERSONNEL MATTERS

#### PUBLIC COMMENTS

No public comments were offered.

### HIRING RECOMMENDATIONS AND ADJUSTMENTS APPROVED

Councilman O'Connor confirmed that he audited the records for the proposed new hires, noting that all the documents were in order. Thereafter, a Resolution to approve the proposed new hires and recommended status changes and/or salary changes was offered by Councilman O'Connor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board approve the following persons for employment as new hires and confirm as the date of hire as indicated hereto:

Name	Department	Position	Rate	Date of Hire
Joshua Gagnier	Parks	Seasonal – PT	\$13.50	05/13/2009
John Keegan	Parks	Seasonal – PT	\$12.25	05/13/2009
Joseph Bauman	Parks	Seasonal – PT	\$13.00	05/20/2019
Nicole Marra	REC	REC III – Summer	\$14.25	05/22/2019
Rachel Lintz	REC	REC III – Summer	\$13.10	05/22/2019
Somayya Upal	REC	REC I – Summer	\$11.10	05/22/2019

and be it further

**RESOLVED**, that the Town Board approves the status and salary changes for the following employee(s):

Name	Position	Reason for Change	Rate	Effective Date
Tristin Johnson	Rec Asst 2	added position	\$12.20	05/08/2019
Christopher Eggleston	Rec Asst 2	added position	\$12.71	05/08/2019
Madelyn Haywood	Rec Asst 3	added position	\$13.10	05/08/2019
Caleb Sandburg	Laborer	CDL-Class B	\$16.22	05/08/2019
Nicholaus Ross	MEO III	Promo	\$19.79	05/13/2019
Ryan Secor	MEO III	Promo	\$19.79	05/13/2019
Nicholas Polizzi	Hwy	Seasonal Increase	\$12.50	05/14/2019
Ben Myers	REC	Aquatics Supv	\$16.00	05/24/2019

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### **OTHER BUSINESS**

No other business was discussed.

### **PUBLIC COMMENTS**

Lee Fox, a Pittsford resident, inquired about the results of the Community Survey. Supervisor Smith indicated that the firm that conducted the survey on behalf of the Town will present the survey's results at an upcoming Town Board meeting, at a date to be determined.

As there was no further business, the Supervisor adjourned the meeting at 6:25 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk