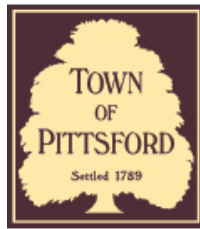


SUPERVISOR
William A. Smith, Jr.



COUNCIL MEMBERS
Kate Bohne Munzinger, Deputy
Supervisor
Kevin Beckford
Matthew J. O'Connor
Stephanie Townsend

TOWN BOARD AGENDA

Town Hall – 11 S. Main Street, Pittsford – Lower Level
Tuesday, September 3, 2019 – 6:00 PM

TENTATIVE

Call to Order

Pledge of Allegiance

Public Hearings

- Sewer District Extension SWBC No. 50 Bridleridge Farms Section 1
- Town Comprehensive Plan Update, 2019

Minutes

Public Comment

- Approval of Minutes of Meeting August 20, 2019
- Approval of Minutes of Special Town Board Meeting August 28, 2019

Personnel Matters

Public Comment

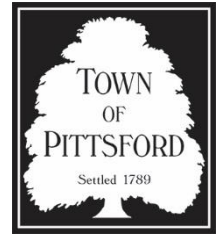
Hiring Resolution

Other Business

Public Comment

Adjournment

MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: August 29, 2019

Regarding: Sewer District Extension SWBC No. 50 (Bridleridge Farms Section 1)

For Meeting On: September 3, 2019

Ladies and Gentlemen:

The Town Board has previously received a Petition for the establishment of an Extension to the Pittsford Sewer District, to be known as "SWBC No. 50 (Bridleridge Farms Section 1)." A Public Hearing on the Petition has been scheduled for the evening of September 3, 2019.

Attached is the proposed "Resolution and Order" approving the establishment of this Extension to the Sewer District.

Recommendation is hereby made that the Town Board approve the proposed Extension. In the event that the Board determines that action should take place on the proposed Sewer District Extension, I suggest the following Resolution motion:

I move that Extension SWBC No. 50 (Bridleridge Farms Section 1) to the Pittsford Sewer District, on lands located on Clover Street south of the NYS Thruway owned by Bridleridge Farms LLC, be approved, as set forth in the proposed written Resolution and Order.

At a regular Meeting of the Town Board of the Town of Pittsford, New York held at the Town Hall, 11 South Main Street, in the Town of Pittsford, New York, on the 3rd day of September, 2019.

PRESENT: William A. Smith, Jr., Supervisor
Katherine Bohne Munzinger, Deputy Supervisor
Kevin S. Beckford, Councilman
Matthew J. O'Connor, Councilman
Stephanie Townsend, Councilwoman

ABSENT: None

TOWN BOARD
TOWN OF PITTSFORD

STATE OF NEW YORK
COUNTY OF MONROE

In the Matter of Extension SWBC No. 50, (Bridleridge Farms Section 1)
to the PITTSFORD SEWER DISTRICT

Tax Account Nos. 191.01-01-13.1, 191.01-01-14.1, 191.01-01-14.22,
191.01-01-19, and portions of 191.01-1-18

RESOLUTION AND
ORDER
EXTENDING
DISTRICT

WHEREAS, a Petition having been duly presented to the Town Board of the Town of Pittsford, Monroe County, New York, together with the necessary maps and information which requests an Extension to the Pittsford Sewer District, to be known as "Extension SWBC No. 50 (Bridleridge Farms Section 1)"; and

WHEREAS, the aforesaid Petition was signed by the sole owner of the property within the proposed Extension to the District; and

WHEREAS, an Order was duly adopted by the Town Board on the 6th day of August, 2019, for the hearing of all persons interested in the matter to be held on the 3rd day of September, 2019, at 6:00 o'clock P.M., Local Time, at the Pittsford Town Hall, 11 South Main Street, Town of Pittsford, New York; and

WHEREAS, due proof of publication and posting of the said Order has been duly filed with the Clerk of the said Town Board; and

WHEREAS, the hearing required by the said Order has been duly held, and it appears from the said Petition that the proposed Extension to the District does not require any expenditure of public monies for the construction or acquisition of the improvement therein, and does not require the financing of the cost thereof by the issuance of any bonds, notes, certificates of any indebtedness of said Town; and

WHEREAS, the within action is a Type II action, pursuant to the SEQRA regulations published at 6 NYCRR §617.5(c)(13), requiring no further environmental review by the Town Board; and

WHEREAS, the permission of the Comptroller of the State of New York is not required for the Extension to the District;

NOW, ON MOTION duly made and seconded, it is unanimously

RESOLVED AND ORDERED, that

- (a) The Petition is signed and acknowledged or approved as required by law and is otherwise sufficient;
- (b) All the property and the sole property owner within the Extension to the District are benefited thereby;
- (c) All the property and the sole property owner benefited are included within the limits of the Extension to the District;
- (d) The expenses of Maintenance of the Extension to the District are to be paid by the property owners annually on a benefit basis; and
- (e) It is in the public interest to grant in whole the relief sought; and it is further

RESOLVED AND ORDERED, that Extension “SWBC No. 50 (Bridlewood Farms Section 1)” to the Pittsford Sewer District, be and the same hereby is created, and that the boundaries of the Extension, as hereby created, are as set forth in “Schedule A” annexed hereto, and as further set forth on the map annexed hereto as “Schedule B”; and it is further

RESOLVED AND ORDERED, that all improvements to the sewer system required for the Extension will be constructed or caused to be constructed by the Petitioner, at the expense of the Petitioner; and it is further

RESOLVED AND ORDERED, that the Town Clerk is hereby directed to record in the Monroe County Clerk’s Office and file with the New York State Office of Audit and Control certified copies of the within Resolution, as required by law.

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

William A. Smith, Jr.	VOTING
Katherine Bohn Munzinger	VOTING
Kevin S. Beckford	VOTING
Matthew J. O’Connor	VOTING
Stephanie Townsend	VOTING

The Resolution was thereupon declared duly adopted.

Dated: September 3, 2019

TOWN CLERK CERTIFICATION

I, Linda M. Dillon, Town Clerk 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
September, 2019.

Linda M. Dillon, Pittsford Town Clerk

Schedule – A

Sewer District Extension SWBC 50
Description of
Lands of
Bridleridge Farms

ALL THAT TRACT OR PARCEL OF LAND containing 174.298 acres more or less, situate in the Phelps and Gorham Purchase, Township 12, Range 5, Town Lot 40, 42 & 44, Town of Pittsford, County of Monroe, and State of New York, as shown on the drawing entitled "Bridleridge Farms, Sewer District Map," prepared by BME Associates, having drawing number 2165SA-28, dated May 2019, being more particularly bounded and described as follows:

(West)

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Michael & Esther Grakowsky (T.A. No. 191.01-1-21) with the westerly right-of-way line of South Clover Street (N.Y.S. Route 65)(Right-of-Way Width Varies); thence

1. S 05°07'46" E, along said westerly right-of-way line of South Clover Street, a distance of 107.92 feet to a point; thence
2. S 28°33'35" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 301.70 feet to a point; thence
3. S 35°19'28" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 490.21 feet to a point; thence
4. S 31°17'14" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 244.50 feet to a point on the northerly boundary line of lands now or formerly of Anne La Manna (T.A. No. 191.01-1-17); thence
5. S 88°54'15" W, along said northerly boundary line of La Manna, and along the northerly boundary line of lands now or formerly of Jean Ingalls (T.A. No. 191.01-1-16), a distance of 689.65 feet to the northwesterly boundary corner of Ingalls; thence
6. S 01°05'45" E, along the westerly boundary line of said lands of Ingalls, and along the westerly boundary line of lands now or formerly of Michael Obanion (T.A. No. 191.01-1-15), a distance of 362.55 feet to the southwesterly boundary corner of Obanion; thence
7. N 88°54'15" E, along the southerly boundary line of said lands of Obanion, a distance of 459.37 feet to a point on the aforementioned westerly right-of-way line of South Clover Street; thence

8. S 33°00'31" W, along said westerly right-of-way line of South Clover Street, a distance of 238.87 feet to a point; thence
9. S 53°08'48" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 106.51 feet to a point; thence
10. S 33°00'32" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 600.00 feet to a point; thence
11. S 23°01'25" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 308.94 feet to a point; thence
12. S 30°19'21" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 160.19 feet to a point; thence
13. Southwesterly, continuing along said westerly right-of-way line of South Clover Street, along a non-tangent curve to the left, having a radius of 1,934.91 feet and a chord bearing of S 27°52'31" W, a distance of 124.95 feet to a point; thence
14. S 25°19'18" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 224.12 feet to a point; thence
15. S 53°26'22" W, continuing along said westerly right-of-way line of South Clover Street, a distance of 128.73 feet to a point on the northerly right-of-way line of Tobin Road (County Road 90)(49.5' Right-of-Way); thence
16. S 88°56'44" W, along said northerly right-of-way line of Tobin Road, a distance of 1,256.46 feet to a point; thence
17. N 38°22'44" W, continuing along said northerly right-of-way line of Tobin Road, a distance of 825.24 feet to a point on the easterly boundary line of lands now or formerly of Virginia D Hoh (T.A. No. 190.02-01-46); thence
18. N 21°00'36" E, along said easterly boundary line of Hoh and along the easterly boundary line of lands now or formerly of Virginia Hoh (T.A. No. 190.02-1-44.11), a distance of 1,759.00 feet to a point; thence
19. N 20°22'15" E, continuing along said easterly boundary line of Hoh, a distance of 651.54 feet to a point on the southerly boundary line of lands now or formerly of Salvatore Imburgia (T.A. No. 191.01-1-20); thence
20. N 88°54'15" E, along said southerly boundary line of Imburgia, a distance of 2,681.54 feet to the Point of Beginning

Together With:

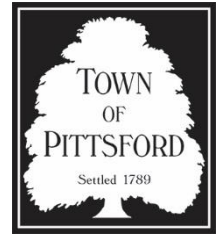
(East)

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Prasad & Uma Penmetsa (T.A. No. 191.01-1-52) with the easterly right-of-way line of South Clover Street (N.Y.S. Route 65)(Right-of-Way width varies); thence

1. N 72°38'49" E, along said southerly boundary line of Penmetsa, a distance of 243.65 feet to a point; thence
2. S 83°02'36" E, continuing along said southerly boundary line of Penmetsa, a distance of 442.99 feet to a point; thence
3. N 64°15'07" E, continuing along said southerly boundary line of Penmetsa, a distance of 503.22 feet to a point on the westerly boundary line of lands now or formerly of the County of Monroe (T.A. No. 191.01-1-2); thence
4. S 01°05'45" E, along said westerly boundary line of the County of Monroe, a distance of 762.89 feet to a point; thence
5. S 88°54'15" W, a distance of 1,037.07 feet; thence
6. S 01°05'45" E, a distance of 475.00 feet; thence
7. S 88°54'15" W, a distance of 907.69 feet to a point on the aforementioned easterly right-of-way line of South Clover Street; thence
8. N 36°44'37" E, along said easterly right-of-way line of South Clover Street, a distance of 805.92 feet to a point; thence
9. N 38°39'06" E, continuing along said easterly right-of-way line of South Clover Street, a distance of 501.23 feet to the Point of Beginning.

Ok DED 7-24-19

MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: August 29, 2019

Regarding: Comprehensive Plan Update - Open the public hearing

For Meeting On: September 3, 2019

The proposed final draft of the Town of Pittsford Comprehensive Plan Update, dated August 2019 Draft, and its Appendices of same date, have been publicized and were posted for public review on the Town's website dedicated to the Comprehensive Plan on August 2. The Town Board has set a public hearing for the Comprehensive Plan update, to open on Tuesday September 3 at the regular Town Board meeting of the same date.

The proposed final draft is the product of the citizens' steering committee appointed for the purpose, working in conjunction with the town's consultant for the Plan, Bergmann Associates. It is the result of numerous meetings of the citizens' steering committee to prepare, review, and revise initial drafts of the Update; extensive efforts by the Town to engage the public in the process by, among other means,

- 1) direct mailings to all households in Pittsford for the public workshops and comment sessions;
- 2) news releases to local media publicizing the public workshops and comment sessions;
- 3) multiple and ongoing notification through the Town's eNews, the Town's website, the Town's social media postings and on the Town's Government Access Cable 12 channel; notifications in the School District eNews
- 4) creation in 2015 of a stand-alone Comprehensive Plan website, updated continuously through the present, used for providing information to the public and gathering public comments
- 5) poster boards and flyers in Town facilities publicizing workshops and comment sessions

Direct links to the Update and Appendices are:

http://pittsfordplan.com/wp-content/uploads/2019/08/Pittsford-Comprehensive-Plan_8.1.19.pdf

http://pittsfordplan.com/wp-content/uploads/2019/08/Pittsford-Appendices_8.1.19.pdf

I have advised members of the Town Planning Board, the Zoning Board, and the Design Review & Historic Preservation Board of the public hearing, have directed them to the Town's website to review the Update and Appendices, and have encouraged them to comment and to attend the public hearing.

I recommend that the Town Board open the public hearing on the Comprehensive Plan Update at its meeting on September 3, 2019 and continue the hearing to its September 17, 2019 meeting, consistent with the requirements of NYS Town Law.

A SEQRA resolution and proposed resolution for adopting the updated Comprehensive Plan will be prepared for consideration by the Board at its regular meeting on Tuesday, September 17.

Minutes of the Town Board for August 20, 2019

**DRAFT
TOWN OF PITTSFORD
TOWN BOARD
AUGUST 20, 2019**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, August 20, 2019 at 6:00 P.M. local time in Pittsford Town Hall.

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

ABSENT: Councilman Kevin Beckford.

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

ATTENDANCE: There were six (6) members of the public in attendance. There were also four (4) additional staff members present.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M., inviting Deputy Supervisor Munzinger to lead in the Pledge to the Flag. The Town Clerk noted the absence of just one member, Councilman Beckford.

SUPERVISOR'S ANNOUNCEMENTS

- 1) Food Truck and Music Fest – September 14, 2019 on Main Street.
- 2) Thank you to Recreation Staff for the successful summer season of events, including Paddle and Pour, the movies, concerts and summer children's camp.
- 3) Resurfacing of Golf Avenue is underway by the Monroe County Department of Transportation – use caution if traveling on that roadway.

MINUTES OF THE AUGUST 6, 2019 MINUTES AMENDED

Councilwoman Townsend proposed an amendment to the Minutes on the last page, under Public Comments, noting an additional comment made by a resident. Members agreed and Supervisor Smith offered a motion to amend the Minutes accordingly, seconded by Councilman O'Connor and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The following Resolution was carried as follows:

RESOLVED, that the August 6, 2019 Minutes of the Town Board be amended as follows:
Under Public Comments, referring to comment by Gerri Miner, the minutes will read:

Gerri Miner, formerly of 27 Kimberly Rd., agreed with the recommendation of the CCA Administrator and the decision to purchase 100% renewable energy for the coming year. She also noted that she has been a resident of Pittsford for 42 years, and wanted to express her thanks and recognition to Jessie Hollenbeck, who has done a tremendous job as Recreation Director.

AMENDED MEETING MINUTES OF AUGUST 6, 2019 APPROVED

A Resolution to approve the amended Meeting Minutes of the August 6, 2019 was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Meeting Minutes of August 6, 2019 are approved as amended.

Minutes of the Town Board for August 20, 2019

LEGAL MATTERS PUBLIC COMMENTS

No public comments were offered.

PUBLIC HEARING ON LOCAL LAW NO. 3 OF 2019 – PROHIBITED AREAS FOR DISCHARGE OF FIREARMS SET

Supervisor Smith introduced a proposal to set a public hearing for Local Law No. 3 of 2019. He explained that concerns raised last year during hunting season prompted the Town Administration to review laws affecting hunting in areas in southeastern portions of the Town. Proposed Local Law No. 3 would amend the Town Code, adding an additional defined area in southeast Pittsford to the areas of the Town where the discharge of firearms would be prohibited. The law would also amend the Town Code to no longer permit hunting in the Royal Coach Open Space, Town-owned land with a Town trail through it. Hunting, by bow only, currently is allowed there. Proposed Local Law Number 3, if adopted, would no longer permit it

Thereafter, Deputy Supervisor Munzinger offered a motion to set a public hearing for Local Law No. 3 – Prohibiting Areas for the Discharge of Firearms, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, true and correct copies of proposed Local Law No. 3 of 2019, amending §83-3 and §§109-8 and 109-10 of the Pittsford Municipal Code, relating to prohibited areas for the discharge of firearms and bow hunting in the Royal Coach Open Space, 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. 3 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 17th day of September, 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. 3 of 2019;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 17th day of September, 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. 3 of 2019; and be it further

RESOLVED, that a Notice of Hearing and a copy of said proposed Local Law, 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, 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)

FINANCIAL MATTERS PUBLIC COMMENTS

No public comments were offered.

BUDGET TRANSFER APPROVED

A Resolution to approve the proposed Transfer was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by the members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

Minutes of the Town Board for August 20, 2019

The Resolution was declared carried as follows:

RESOLVED, that the following budget transfer is approved:

- That \$3,000.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.1 (Bldg. Maintenance – Building Improvements) to repair the eaves and soffits on the Town Hall.

AUGUST VOUCHERS APPROVED

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

The Resolution was declared carried as follows:

RESOLVED, that the August 2019 vouchers No. 142771 through No. 143348 in the amount of \$1,041,418.90 are approved for payment.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No public comments were offered.

AWARD BID FOR REFUSE HAULING IN REFUSE DISTRICTS APPROVED

Commissioner of Public Works, Paul Schenkel, after inquiry, explained the contractor's need to bid low to remain competitive against some of the other garbage haulers in the area.

Thereafter, Deputy Supervisor Munzinger moved to award the contract to Seyrek Sealers, the lowest bidder, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that based on the recommendation of the Commissioner of Public Works, the Town Board awards the Refuse District Services bid to Seyrek Sealers for \$16.95/unit per month as the lowest responsible bidder.

RECREATION MATTERS

PUBLIC COMMENTS

No public comments were offered.

FIREWORKS CONTRACT FOR FOOD TRUCK AND MUSIC FEST APPROVED

Following discussion, Deputy Supervisor Munzinger offered a motion to authorize a contract with Young Explosives for fireworks on Saturday, September 14th, following the Food Truck and Music Fest, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

During discussion it was noted, in response to Councilwoman Townsend's question, that partial funding for the fireworks by Assemblywoman Marjorie Byrnes comes from the Assemblywoman's personal funds, not from a campaign account.

The following Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the Town Supervisor to sign a contract with Young Explosives for a fireworks display on Saturday, September 14, immediately following the Food Truck and Music Fest at 9:00 p.m., at a fee not to exceed \$3,500.

PERSONNEL MATTERS
PUBLIC COMMENTS

No public comments were offered.

RENEWAL OF 457 DEFERRED COMPENSATION PLAN ADMINISTRATOR APPROVED

Director of Personnel, Cheryl Fleming, was asked to present to the Board a review of the proposed Resolution for the renewal of the 457 Deferred Compensation Plan administrator. The following information was presented to Town Board, originally in the form of a memorandum.

An RFP for Administrative and Trust services for the Deferred Compensation Plan was listed in the April 24, 2019 Register. There were five requests for proposal documentation, and five proposals were submitted to the Town of Pittsford for review. A team was formed internally that used certain criteria for the review of the proposals. They were as follows:

1. Local service representation and reliability
2. Experience in the 457 Plan field
3. Customer service
4. Fees for services

Based on these criteria the decision was made to recommend to the Town Board that it award the contract to MassMutual Financial Group.

Following discussion among the Board and Personnel Director Fleming, a motion to authorize the Supervisor to enter into a contract with MassMutual Financial Group in conjunction with Reliance Trust Company, was offered by Supervisor Smith, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the Town of Pittsford is a local public employer, which has adopted a deferred compensation plan pursuant to Section 5 of the New York State Finance Law; and

WHEREAS, the purpose of such plan is to provide employees with a convenient and tax-favored method of saving on a regular and long-term basis, and thereby provide for their retirement; and

WHEREAS, this plan is now due for renewal under procedures set forth by the New York State Deferred Compensation Board; and

WHEREAS, this process resulted in the receipt of 5 proposals;

NOW, on motion duly made and seconded, it was

RESOLVED, that the Supervisor is hereby authorized to contract for a 5-year period with MassMutual Financial Group in conjunction with Reliance Trust Company, as trustee for services related to the Town of Pittsford's Deferred Compensation Plan.

HIRING AND STATUS/SALARY CHANGES APPROVED

In response to a written inquiry submitted in advance by Councilman Kevin Beckford, who did not attend the Board meeting due to family vacation, it was confirmed that the proposed compensation for a particular seasonal part-time employee is correct.

Thereafter, Councilman O'Connor confirmed that he had audited the records for the proposed part-time and/or seasonal hires and that all the documents were in order. A Resolution to approve the proposed new hires and rehires and recommended status and/or salary change was offered by Councilwoman Townsend, seconded by

Minutes of the Town Board for August 20, 2019

Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. 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	Dept	Position		Rate	Date of Hire
Allyson Bilow	Rec	Rec Assistant IV	F/T	\$15.00	08/19/2019
Provisional appointment for Office Clerk					
Abby Kress	Lbry	Library Page	P/T	\$11.10	08/16/2019
Hillary McShea	Lbry	Library Assistant	P/T	\$19.46	09/07/2019

and be it further

RESOLVED, that the Town Board approves the status and/or salary change for the following employees:

Name	Dept	Position	Reason for Change	Rate	Effective Date
Kelly Magro	Lbry	Senior Clerk	Promotion P/T to F/T	\$19.46	09/03/2019
Civil Service appointment for retiree position					
Christ Eggleston	Rec	Water Safety Inst	Added Position	\$15.00	06/24/2019
Christ Eggleston	Rec	Aquatics Supervisor	Added Position	\$16.00	09/07/2019
Theo Couderc	Rec	Lifeguard	Added Position	\$14.00	07/30/2019

STAFF TRAINING/EDUCATION APPROVED

NEW YORK STATE ASSESSORS' ASSOCIATION SEMINAR ATTENDANCE APPROVED

A motion was made by Deputy Supervisor Munzinger to approve attendance of Stephen Robson, Town Assessor, to attend the NYS Assessors' Association Seminar, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The following Resolution was declared carried as follows:

RESOLVED, that the Town Assessor, Stephen Robson, be approved to attend the NYS Assessors' Association Seminar on Assessment Administration, to be held in Lake Placid, NY, on September 22 – September 25, 2019 at a cost of \$175.00, plus expenses, which will apply to the State required 12 hours of continuing education credits.

OTHER BUSINESS

Councilwoman Townsend inquired about the status on the selection of a Community Choice Aggregation (CCA) Administrator. Supervisor Smith informed all that the Town of Irondequoit should be meeting tonight and a decision from them will be forthcoming. The Town of Brighton anticipates making their decision next week. Bids will be solicited by the CCA Administrator once it has contracts in place with each of the three Towns and the Village of Pittsford. Lawyers for each will be meeting soon to discuss contracts.

PUBLIC COMMENTS

No public comments were offered.

ADJOURNMENT

As there was no further business, the Supervisor adjourned the meeting at 6:20 P.M.

Respectfully submitted,

Minutes of the Town Board for August 20, 2019

Linda M. Dillon
Town Clerk

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

Minutes of the Town Board for August 28, 2019

**DRAFT
TOWN OF PITTSFORD
TOWN BOARD
AUGUST 28, 2019
SPECIAL MEETING**

Proceedings of a Special meeting of the Pittsford Town Board held on Wednesday, August 28, 2019 at 1:00 P.M. local time in Pittsford Town Hall.

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

ABSENT: None.

ATTENDANCE: No members of the public attended the meeting.

Supervisor Smith called the meeting to order and moved to go into Executive Session to discuss a personnel matter. The motion was seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

In Executive Session the Board members discussed engagement of a specialist on sustainability projects, grant-writing and grant funding for the Town.

Following discussion, Supervisor Smith moved to adjourn the Executive Session and return to the regular meeting. Councilwoman Townsend seconded the motion, which was voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

With the Board now returned to regular public session, Councilman O'Connor moved to authorize the Supervisor to enter into a contract with Matthew Halladay for environmental and sustainability consulting and grant writing services. This was seconded by Supervisor Smith, 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 a contract with Matthew Halladay at the rate of \$25/hour as consultant on environmental and sustainability measures and grant-writing services, in an aggregate amount not to exceed \$10,000.

ADJOURNMENT

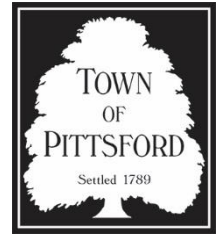
As there was no further business, the Supervisor adjourned the meeting at 1:12 P.M.

Respectfully submitted,

Linda M. Dillon
Town Clerk

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

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: August 28, 2019

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: September 3, 2019

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

Name	Dept	Position	Reason for Change	Rate	Effective Date
Allen Reitz	DPW	Asst Bldg Inspector	Perm. Civil Service Appointment	\$29.09	06/26/2019
Rachel Lintz	REC	REC IV – Seasonal After School Program	New Position PT	\$14.65	09/04/2019
Ashley Sutherland	REC	REC II – Seasonal After School Program	New Position PT	\$12.00	09/04/2019
Henry Webb	REC	REC II – Seasonal After School Program	New Position PT	\$12.00	09/04/2019

Should the Board approve the above recommendations and personnel adjustments, the following resolution is being proposed, RESOLVED, that the Town Board approves the status and salary changes for the following employee(s):

Name	Dept	Position	Reason for Change	Rate	Effective Date
Allen Reitz	DPW	Asst Bldg Inspector	Perm. Civil Service Appointment	\$29.09	06/26/2019
Rachel Lintz	REC	REC IV – Seasonal After School Program	New Position PT	\$14.65	09/04/2019
Ashley Sutherland	REC	REC II – Seasonal After School Program	New Position PT	\$12.00	09/04/2019
Henry Webb	REC	REC II – Seasonal After School Program	New Position PT	\$12.00	09/04/2019