

Minutes of the Town Board for October 19, 2021

TOWN OF PITTSFORD TOWN BOARD OCTOBER 19, 2021

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, October 19, 2021 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 Kevin S. Beckford, Cathy Koshykar, Katherine B. Munzinger and Stephanie M. Townsend.

ABSENT: None.

ALSO PRESENT: Staff Members: Jessie Hollenbeck, Director of Recreation; Paul J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O'Brien, Communications Director; Amanda Madigan, Library Director; Joy Brown, Director of IT; Cheryl Fleming, Director of Personnel and Spencer Bernard, Chief of Staff.

ATTENDANCE: There were one additional staff members, two members of the public and an interpreter in attendance.

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

1. The public comment period closed on October 15 regarding the Erie Canal clearcutting proposal. The Town has received copies of comments submitted by the Town of Brighton and the Village of Pittsford adding strength to the comments submitted by Pittsford. It will be several months before the final environmental impact statement will be available.
2. Supervisor Smith thanked all of those involved in the Halloween Fest where 18 boxes of food was collected for the Pittsford Food Cupboard.
3. Supervisor Smith mentioned that he is drafting a letter to the Public Service Commission on behalf of the Town, regarding service outage issues. He will share the draft with other board members for their review by the end of the week.

SUPERVISOR'S BUDGET PRESENTATION

The Supervisor gave a complete presentation of the proposed 2022 budget.

Supervisor Smith began his presentation by sharing that his proposed 2022 budget reflects a 2 cent reduction bringing the tax rate to \$3.13/\$1,000 assessed property value. This is the 3rd tax reduction since 2018 and results in an over 9% cumulative tax rate decrease since 2018.

Thereafter, he reviewed the 2021 Snap Shot view of the services maintained and continued despite losses and expenses incurred due to COVID-19:

- Aggressive Residential Road Repaving Program
- Applied for nearly \$1.3 million in grants
- Major Upgrade to the Town Website
- Pedestrian Safety Improvements
- Leaf Collection
- Brush Collection
- Sidewalk Improvements
- Trail Construction and Improvements
- Erie Canal Nature Preserve Officially Opened
- New Town Historians Office

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- Improvements to our Pittsford Community Library
- Increased funding for Pittsford Volunteer Ambulance
- Increased funding for Pittsford Youth Services
- Support for Elderberry Express
- Food Truck Wednesdays, Drive-in Movie Nights and more canal side concerts
- Continuing Senior Lunch Program
- Environmental initiatives that save taxpayers money while protecting our natural resources

Followed by a review of a 2022 Budget Highlights:

- **Cuts the Town Tax rate by an additional 2 cents, reducing it to \$3.13 per thousand dollars, from 3.15 in 2021**— cumulatively since 2018, more than a **9% cut in the Tax Rate**
- **Increased funding** for Pedestrian Safety improvements and measures to reduce speeding
- Funding for Pittsford Youth Services exceeds PYS request. Total increase in funding for PYS since 2017 – **79%**
- Full support for **Pittsford Community Library**
- **Funding for** Grant Writing Services
- Continues to fund the **Zoning Code Update**
- **Support** for Pittsford Volunteer Ambulance
- Funds the **5% increase** in medical costs
- Funds the **2% increase** in Dental Plan costs
- Support for **Elderberry Express**
- **Lunch Program** for Seniors
- **More Community Events** and Recreation Programs
- **Funds** *Paddle & Pour* and the *Food Truck & Music Fest*
- **Maintains funding** for continuing maintenance of Town Parks and Facilities
- **Environmental initiatives**

MINUTES OF THE OCTOBER 5 TOWN BOARD MEETING APPROVED

Town Clerk Renee McQuillen commented that the date need to be amended to October 5th in 2 locations. Councilmember Townsend asked for the addition of other business matters brought forth by her to be added to the minutes. A Resolution to approve the Minutes of the Town Board Meeting of September 21, 2021 as edited was offered by Councilmember Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the October 5, 2021 Town Board meeting are approved as edited.

FINANCIAL MATTERS

PUBLIC COMMENTS

There was no public comment regarding Financial Matters.

APPROVAL TO SET PUBLIC HEARINGS FOR SUPERVISOR'S BUDGET FOR 2022 & SPECIAL DISTRICTS

Supervisor Smith offered a motion to set the Public Hearing for the 2022 Preliminary Town Budget, Special District Budgets and Sewer Rent Rolls and Debt Service Budgets, seconded by Deputy Supervisor Munzinger, and voted on as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that public hearings be and hereby are set for November 4, 2021 at 6:00 P.M. local time in the Pittsford Town Hall to consider the 2022 Preliminary Town Budget, the 2022 Special Districts Budgets, and the Sewer Rent Rolls and Debt Service Budgets.

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APPROVAL TO SET PUBLIC HEARINGS FOR ACCEPTANCE OF COMMUNITY DEVELOPMENT BLOCK GRANT FOR SENIOR CENTER IMPROVMENTS AND SENIOR BUS PROGRAM

Paul Schenkel, Commissioner of Public Works and Spencer Bernard, Chief of Staff gave a brief overview of the planned grant application. Due to the nature of the funding program, it requires that the Town Board hold a Public Hearing prior to applying to gather public opinion on the planned uses of the funds. The proposed plan includes funding for the following Senior Center amenities; an outdoor pavilion for the senior nutrition program (\$139,000), a Logitech meetup conference system with an expansion microphone (\$3,389), and possible reimbursement for a #301-2 Ford E350 Bus (\$63,910).

Following discussion among the board members it was determined to strike the following text from the second paragraph of the Resolution to set the Public Hearing "and to and from doctor's appointments, the pharmacy, and the grocery store". A motion to set the Public Hearing for the acceptance of Community Development Block Grant for Senior Center Improvements and Senior Bus Program was offered by Councilmember Townsend, seconded by Deputy Supervisor Munzinger and voted on as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, The Town Board is interested in applying for New York State Community Development Block Grant CARES Act Funding (CDBG funding) for certain Senior Center improvement projects; and

WHEREAS, these projects include the following: a) an Outdoor Pavilion for the Senior Nutrition Program, which will allow lunch services to continue in a pandemic, allow seniors to attend health and educational programs, socialize, and receive quality meals while social distancing, and use the pavilion for crowd favorite activities such as musical performances, speakers, dance, and wellness events, worth \$139,000; b) a Logitech Meetup Conference System with Expansion Microphone, to accommodate seniors who cannot attend programs in person because of COVID-19 concerns, disabilities, and transportation limitations, this Zoom conferencing software will be installed, allowing seniors to participate in programs they would otherwise miss, worth \$3,389; and c) Reimbursement for a #301-2 Ford E350 Bus, 158" Wheelbase Dual Rear Wheel Vehicle 10 Passenger 1 Wheel Chair Base Vehicle Capacity, which Senior Center passenger van is used to transport senior citizens in a safe, socially-distant way to and from the center and to and from doctor's appointments, the pharmacy, and the grocery store, worth \$63,910; 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 4th day of November, 2021, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the application for CDBG funding for the Senior Citizen improvement projects ;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 4th day of November, 2021, 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 a resolution authorizing the Supervisor to execute a contract to secure CDBG funding for the Senior Center improvement projects; and be it further

RESOLVED, that a Notice of Hearing be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than seven (7) days prior to said hearing; and be it further

RESOLVED, that the Town Clerk shall post certified copies of this resolution on the Town website www.townofpittsford.org, and on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than seven (7) days prior to said public hearing.

OCTOBER VOUCHERS APPROVED

A Resolution to approve the vouchers for October was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

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The Resolution was declared carried as follows:

RESOLVED, that the October 2021 vouchers No. 153106 - 153493, in the amount of \$824,672.04 are approved for payment.

PERSONNEL MATTERS

PUBLIC COMMENTS

No comments were offered.

HIRING/PERSONNEL ADJUSTMENTS APPROVED

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

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
Zachary Memmott	Parks	Laborer – RFT	\$18.35	10/14/2021

All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Zachary Memmott	Parks	Laborer – RFT	\$18.35	10/14/2021

OTHER BUSINESS

Councilmember Beckford commented that he was so appreciative to see that Supervisor's budget included a \$15/hr starting salary for all permanent Town employees.

Councilmember Koshykar offered thanks to the Building Department staff and volunteer boards for processing the significantly increased number of permit applications this year. She also inquired if there were any plans in place to acknowledge volunteer board members for all of their work.

PUBLIC COMMENTS

A comment submitted by Annalise Johnson was read.

With no further business, the meeting adjourned at 6:56 p.m.

Respectfully submitted,

Renee McQuillen
Town Clerk