

Minutes of the Town Board for November 4, 2021

TOWN OF PITTSFORD TOWN BOARD NOVEMBER 4, 2021

Proceedings of a regular meeting of the Pittsford Town Board held on Thursday, November 4, 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; Suzanne Reddick, Assistant to the Supervisor.

ATTENDANCE: Seven members of the public in attendance.

Supervisor Smith called the Town Board meeting to order at 6:02 P.M. and invited all to join in the Pledge to Flag.

SUPERVISOR'S ANNOUNCEMENTS

The Supervisor recognized our region as the ancestral homeland of the people of the Seneca Nation, and noted the commemoration of the Treaty of Canandaigua, signed in 1794 among the Seneca, the other peoples of the Haudenosaunee Confederation and the United States.

PUBLIC HEARING FOR THE SUPERVISOR'S 2022 BUDGET

Supervisor Smith reviewed the proposed 2022 budget, following the same presentation made at the last Town Board meeting.

In particular, the Supervisor noted revisions to proposed budget that he has made since his initial budget presentation at the last Town Board meeting. These are:

- The addition of \$816.00 to cover the increase in fees for using East Rochester News Channel 12.
- The addition of \$2,000.00 for Design Review and Historic Preservation Board member training.
- The addition of \$3,000.00 for Martin Luther King Jr. Day events.

Supervisor Smith thanked Councilmember Beckford for his suggestions and advice on the additional funds for Design Review Board training and Martin Luther King Jr. events.

He reiterated that the budget as proposed, and including the changes noted above, 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 Town tax rate.

The Supervisor then opened the public hearing on the proposed 2022 budget. Barbara Baer and Pearl M.C. Brunt offered comments.

Hearing no further public comments, the Supervisor closed the Public Hearing and asked councilmembers if they had any comments they wished to share. Councilmember Beckford commented that funds allocated for Martin Luther King Jr. events can be shared with Juneteenth events and/or celebrations. Councilmember Townsend inquired about recreation programming. Director of Recreation Jessie Hollenbeck stated the plan is to get programming back to where it was pre-pandemic before expanding program offerings. New programs will be based on suggestions of current participants and canvassing others in the community, specifically paying

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attention to our senior population. Councilmember Townsend stated that she required certain information contained in the budget in graphic format. Without this information, she was not prepared to vote on the budget.

The Supervisor noted that this delay adversely affects the County's Budget process. Without a majority of votes to pass the budget tonight, he recommended a Special Meeting of the Town Board to vote on the budget once the Finance Director furnishes the information in the format requested. Thereafter a Resolution to set a Special Meeting of the Pittsford Town Board for Wednesday, November 10, 2021 at 6:00 pm was made by Supervisor Smith, seconded by Councilmember Townsend, 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 a Special Meeting of the Pittsford Town Board will be held, Wednesday, November 10, 2021 at 6:00 pm for the purpose of considering a resolution to adopt the proposed budget for 2022.

PUBLIC HEARING FOR THE NYS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG CARES ACT) FUNDING FOR SENIOR CENTER IMPROVEMENT PROJECTS.

Supervisor Smith reviewed the grant opportunity and the Town's plans for the funding should we be awarded the grant. He then opened the Public Hearing for the NYS Community Development Block Grant (CDBG CARES ACT) funding for senior center improvement projects and asked if any member of the public wished to speak. Hearing none, Supervisor Smith closed the Public Hearing, noting that the Board would take up the resolution under Financial Matters.

MINUTES OF THE OCTOBER 19 TOWN BOARD MEETING APPROVED

A Resolution to approve the Minutes of the Town Board Meeting of October 19, 2021 was offered by Supervisor Smith, 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 19, 2021 Town Board meeting are approved.

FINANCIAL MATTERS

PUBLIC COMMENTS

No public comments were offered.

AUTHORIZATION FOR SUPERVISOR TO SIGN APPLICATION FOR THE NYS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG CARES ACT) FUNDING FOR SENIOR CENTER IMPROVEMENT PROJECTS.

A Resolution to authorize the Town Supervisor to sign the grant application for CDBG Cares Act Funding was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Beckford, Koshykar, Munzinger, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

I move the adoption of the resolution authorizing the Supervisor to submit an application to procure CDBG funding for the Senior Center improvement projects, in accordance with the written Adoption Resolution submitted herewith.

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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 4th day of November, 2021.

PRESENT: William A. Smith, Jr., Supervisor
Katherine Bohne Munzinger, Deputy Supervisor
Kevin S. Beckford, Councilmember
Cathleen A. Koshykar, Councilmember
Stephanie M. Townsend, Councilmember

ABSENT: None

In the Matter

of

THE APPLICATION FOR NEW YORK STATE COMMUNITY
DEVELOPMENT BLOCK GRANT CARES ACT FUNDING
FOR VARIOUS TOWN PROJECTS.

Adoption Resolution

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to § 40(6) of the Town Law, a notice of public hearing to the effect that the Town Board would hold a public hearing on the 4th day of November, 2021, at 6:00 P.M., Local Time, at Town Hall, to hear public comments on the adoption of a resolution authorizing the submission of an application to obtain New York State Community Development Block Grant (CDBG CARES Act) funding for certain Town Senior Center improvements in the total approximate amount of \$142,389; specifically, for an outdoor pavilion for the senior nutrition program (\$139,000) and a Logitech meetup conference system with an expansion microphone (\$3,389), and the possible reimbursement for a #301-2 Ford E350 Bus costing \$63,910; and

WHEREAS, the said public hearing was duly held on the 4th day of November, 2021, at 6:00 P.M., Local Time, at Town Hall, 11 South Main Street, Pittsford, New York, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of said resolution authorizing the submission of an application for CDBG funding for the Senior Center projects and equipment; and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of said resolution authorizing the submission of an application for the CDBG funding ; and

WHEREAS, it was the decision of the Town Board that said resolution authorizing the submission of an application for the CDBG funding should be adopted.

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

RESOLVED, that the Supervisor is hereby authorized to sign and submit an application to obtain CDBG funding for the Senior Center projects and equipment described herein.

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

William A. Smith, Jr. VOTING
Katherine Bohne Munzinger VOTING
Kevin S. Beckford VOTING
Cathleen A. Koshykar VOTING
Stephanie M. Townsend VOTING

The resolution was thereupon declared duly adopted.

DATED: November 4, 2021

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 November, 2021.

Renee M. McQuillen, Town Clerk

SURPLUS INVENTORY APPROVED

A Resolution to approve the proposed inventory for the Town Board to declare surplus and to be removed from the Town's inventory was offered by Deputy Supervisor Munzinger, seconded by Councilmember Beckford, 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 following equipment items be declared surplus/junk and be removed from the Town's inventory.

15469	2005	Computer Table	Library	217.00	Junked
15809	2005	5 Disc Changer	Library	105.00	Junked
15833	2005	Ironwood Soft Drop Cart	Library	441.00	Junked
15834	2005	Ironwood Soft Drop Cart	Library	441.00	Junked
15888	2010	People Counter	Library	161.00	Junked
15893	2011	Projector	Library	1,450.00	Junked
17815	2014	People Counter	Library	395.00	Junked
19511	2017	Digital Sign	Library	1,970.00	Junked

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Asset #	Year	Description	Department	Cost	Disposition
15283	2005	Lounge Chair	Library	926.00	Junked
15284	2005	Lounge Chair	Library	926.00	Junked
15285	2005	Lounge Chair	Library	926.00	Junked
15286	2005	Lounge Chair	Library	926.00	Junked
15287	2005	Lounge Chair	Library	926.00	Junked
15288	2005	Lounge Chair	Library	926.00	Junked
15289	2005	Lounge Chair	Library	926.00	Junked
15290	2005	Lounge Chair	Library	926.00	Junked
15291	2005	Lounge Chair	Library	926.00	Junked
15292	2005	Lounge Chair	Library	926.00	Junked
15293	2005	Lounge Chair	Library	723.00	Junked
15294	2005	Lounge Chair	Library	723.00	Junked
15295	2005	Lounge Chair	Library	723.00	Junked
15296	2005	Lounge Chair	Library	723.00	Junked
15297	2005	Lounge Chair	Library	723.00	Junked
15298	2005	Lounge Chair	Library	723.00	Junked
15302	2005	Lounge Chair	Library	824.00	Junked
15303	2005	Lounge Chair	Library	824.00	Junked
15304	2005	Lounge Chair	Library	824.00	Junked
15305	2005	Lounge Chair	Library	824.00	Junked
15308	2005	Lounge Chair	Library	926.00	Junked
15309	2005	Lounge Chair	Library	926.00	Junked
15468	2005	Computer Table	Library	217.00	Junked

RECREATION MATTERS

PUBLIC COMMENTS

No comments were offered.

SUMMER RECREATIONAL PROGRAMS APPROVED

Recreation Director Jessie Hollenbeck introduced to the Board the proposed Winter 2022 Recreation Programs. Thereafter, a Resolution to approve the 2022 Winter Recreation Programs 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.

The Resolution was declared carried as follows:

RESOLVED, that the 2022 Winter Recreation Programs are approved as proposed.

PERSONNEL MATTERS

PUBLIC COMMENTS

No comments were made.

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.

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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
Salvatore Tantalo	DPW	Fire Marshal – FT	\$36.67	11/08/2021
John W. Field	REC	Rec Assistant – PT	\$14.15	11/17/2021

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
Salvatore Tantalo	DPW	Fire Marshal – FT	\$36.67	11/08/2021
John W. Field	REC	Rec Assistant – PT	\$14.15	11/17/2021

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

Name	Position Reason for Change	Salary	Effective Date
Emily Quattrociocchi	Rec – Asst 2 Additional Rate	\$13.20/hr	11/08/2021
Elijah Fleming	Rec – Asst 4 Additional Rate	\$16.11/hr	11/08/2021

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 for Change	Salary	Effective Date
Emily Quattrociocchi	Rec – Asst 2 Additional Rate	\$13.20/hr	11/08/2021
Elijah Fleming	Rec – Asst 4 Additional Rate	\$16.11/hr	11/08/2021

OTHER BUSINESS

Supervisor Smith provided each Town Board member with a proposed draft of a letter from the Town Board to the State Public Service Commission regarding the frequency of electric power failures in Pittsford. Board members will provide comments to finalize the letter.

Councilmember Townsend discussed that she was informed of USDA grant funding recently awarded for community composting and asked if our grant writers could look into whether there might be a second round of funding available. She also inquired about the progress of a Climate Smart Community resolution. It was indicated that a draft resolution would be discussed at an upcoming meeting.

Councilmember Beckford updated the attendees on the work of the Equity Advisory Committee. Members of the board are considering recommendations, including obtaining input from a student at each of the high schools and other community members. He also commented on moving forward with recommendations in the Comprehensive Plan for community gathering spaces in neighborhoods.

PUBLIC COMMENTS

Fred Post submitted a comment.

With no further business, the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Renee McQuillen
Town Clerk