

Minutes of the Town Board for January 15, 2019

TOWN OF PITTSFORD TOWN BOARD JANUARY 15, 2019

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, January 15, 2019 at 6:00 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: There were no Town Board members absent.

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

ATTENDANCE: There were nineteen (19) members of the public in attendance, one staff member and an 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 Councilman Beckford to lead in the Pledge to the Flag.

Supervisor Smith welcomed Monroe County Legislator Howard Maffucci and the entire Pittsford Village Board: Mayor Robert Corby and Trustees Frank Galusha, Dan Keating, Margaret Caraberis and Lili Lanphear.

MEETING MINUTES OF DECEMBER 18, 2018 AND JANUARY 2, 2019 APPROVED

A Resolution to approve the Meeting Minutes of the December 18, 2018 and January 2, 2019 was offered by Supervisor Smith, seconded by Councilman Beckford, 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 December 18, 2018 and January 2, 2019 are approved as written.

MEETING MINUTES OF DECEMBER 31, 2018 APPROVED

A Resolution to approve the Meeting Minutes of the December 31, 2018 was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger and Smith. Abstain: O'Connor and Townsend. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Meeting Minutes of the December 31, 2018 are approved as written.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Smith reminded the public of several events organized by residents and Councilman Beckford in conjunction with the upcoming holiday honoring the Rev. Dr. Martin Luther King, Jr. These include:

- Tonight, January 15: Pittsford Community Library – Fisher Meeting Room, 6:30 – 9PM: Movie "Fences" and panel discussion immediately following the movie
- January 16: Pittsford Fire Hall Station No. 2, 465 Mendon Road, 7PM – 9PM: Panel Discussion – Pittsford graduates of color reflect on childhood experiences.
- January 17: Pittsford Community Library – Fisher Meeting Room, 6:30PM – 8PM: Movie "The Courage to Love" and panel discussion thereafter.
- January 19: Kings Bend Park, North Lodge: Story Telling Event, 12 – 1PM & 2-3PM.

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PROCLAMATION IN HONOR OF MARTIN LUTHER KING, JR. DAY

A Proclamation in honor of Martin Luther King Day was read aloud by the Town Board as follows:

Whereas, Dr. Martin Luther King, Jr. was an unwavering champion for justice and understanding, whose activism shined the light on injustice and illuminated our common humanity; and

Whereas, Dr. King's commitment to the ideals upon which America was founded – among them liberty, equality, and opportunity for all – reflect a true and enduring patriotism that changed the course of our country's history and to this day inspires our continued efforts to bring to life his dream that our citizens and residents "will be judged not by the color of their skin but by the content of their character;" and

Whereas, each of us should contribute to making our community better by working to assure equal opportunity for all citizens, and as Martin Luther King, Jr. Day is the only federal holiday commemorated as a national day of service, it offers an opportunity for us to give back to our community on the holiday and make an ongoing commitment to service throughout the year;

Now, Therefore, Be It Known, on the occasion of the nation's 34th annual celebration of **Martin Luther King, Jr. Day**, that the members of the Town Board of Pittsford recognize Dr. King's legacy of justice, non-violence, equal opportunity and brotherhood, and those aspects of our lives and experience that unite, rather than divide; and proclaim the enduring relevancy of that legacy for our nation and our community; and

Be it Further Known, that it is with appreciation and a commitment to Dr. King's ideals that the members of the Pittsford Town Board ask our fellow residents to join us in remembering and honoring the life, work and legacy of **Rev. Dr. Martin Luther King, Jr.**, on the national holiday in his honor, **January 21, 2019**, and every day.

LEGAL MATTERS

No public comments were offered regarding the items listed on the Agenda under Legal Matters.

CONSULTING AGREEMENT WITH SWBR APPROVED

Councilman O'Connor confirmed with Attorney Koegel that the cost of SWBR, TYLI and MRB code compliance services is eventually borne not by the Town, but by the applicants such as developers. A Resolution to approve the proposed Agreement for Code Compliance Services with SWBR was offered by Councilman O'Connor, 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 the Town Board approves the proposed Agreement for Code Compliance Services with SWBR and authorizes the Town Supervisor to sign the Agreement.

COMPLIANCE AND ENGINEERING SERVICES WITH TYLI APPROVED

A Resolution to approve the proposed Agreement for Code Compliance and Engineering Services with TYLI was offered by Supervisor Smith, 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 Town Board approve the proposed Agreement for Code Compliance and Engineering Services with TYLI and authorizes the Town Supervisor to sign the Agreement.

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AGREEMENT WITH MRB GROUP, P.C. APPROVED

A Resolution to approve the proposed "Short Form of Agreement between Owner and Engineer for Professional Services" with MRB Group, P.C. was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford, 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 authorizes the Town Supervisor to sign the proposed "Short Form of Agreement between Owner and Engineer for Professional Services" with MRB Group, P.C., for consulting engineering services.

HIGH STREET – SEWER TRANSMISSION AGREEMENT WITH VILLAGE OF PITTSFORD APPROVED

Note: First 3 sentences have been amended as written below:

A brief description and explanation of the proposed High Street Sewer Transmission Agreement with the Village of Pittsford was given. Thereafter Councilman O'Connor confirmed that 11 of 14 residential lots are being serviced by the High Street Extension and all maintenance will be performed by the Village. Councilwoman Townsend confirmed that the Village government is in agreement with the terms of this agreement. Thereafter, a Resolution to approve the agreement was offered by Supervisor Smith, 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 the Town Board of the Town of Pittsford authorizes the Supervisor to enter into the Sewer Transmission Agreement submitted herewith for the transmission of sewage from residences on High Street within the Town of Pittsford to the sewer system of the Village of Pittsford.

BRADLEY LAW FIRM ENGAGEMENT LETTER AMENDMENT APPROVED

After Councilman O'Connor confirmed with Attorney Koegel that the proposed \$5,000 amendment would likely be the final amendment after two years of engagement with the law firm, a Resolution to approve a letter of agreement with the Bradley law firm to spend up to \$5,000 on continued representation of the Town's interest in negotiations with Charter Communications was offered by Deputy Supervisor Munzinger, 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 Town Board of the Town of Pittsford authorizes the Supervisor to execute a letter agreement with the Bradley law firm to spend up to \$5,000 on continued representation of the Town's interest in negotiations with Charter Communications over the renewal of the Town's cable franchise agreement.

FINANCIAL MATTERS

No public comments were offered regarding the items listed on the Agenda under Financial Matters.

JANUARY 2019 VOUCHERS APPROVED

A Resolution to approve January 2019 vouchers was moved by Supervisor Smith, seconded by Councilwoman Townsend, 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 January 2019 vouchers No. 140006 through No. 140227 in the amount of \$ 1,053,821.27 are approved for payment.

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OPERATIONAL MATTERS

No public comments were offered regarding the items listed on the Agenda under Operational Matters.

HARLADAY HOTS, INC. VENDING PERMIT AUTHORIZED

A Resolution to authorize the issuance of a Food Vending Permit to Harladay Hots, Inc. was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, 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 Town Board approves the proposed Food Vending Permit to Harladay Hots, Inc., for a vending unit on the Town owned property, located at 10 North Main Street, from May 1, 2019 through October 31, 2019, seven days a week from 10:00 a.m. – 3:00 p.m., and that the Town Supervisor is authorized to issue the Permit.

INTERMUNICIPAL GIS (GEOGRAPHIC INFORMATION SERVICES) COOPERATIVE AGREEMENT APPROVED

After confirming that Town GIS data is available to residents upon request, a Resolution to approve the Intermunicipal GIS Cooperative Agreement 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 based on the recommendation of the Commissioner of Public Works, the Town Board authorizes the Supervisor to sign the Intermunicipal GIS Cooperative Agreement with the Pittsford Central School District, Village of Pittsford and Pittsford Fire District.

PERSONNEL MATTERS

No public comments were offered regarding the items listed on the Agenda under Personnel Matters.

HIRING RECOMMENDATIONS APPROVED

Councilman O'Connor confirmed that he audited the records for the proposed rehires, noting that all the documents were in order. Thereafter, a Resolution to approve the proposed rehiring and personnel adjustments was offered by Councilman O'Connor and seconded by Deputy Supervisor Munzinger. Following clarification by Supervisor Smith upon inquiry by Councilwoman Townsend regarding the Constituent Services Coordinator civil service position, members voted 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 rehires and confirm as the date of rehire as indicated hereto:

Name	Department	Position	Rate	Date of Hire
Gail Sofia	REC	Rec Asst 3 PT	\$12.30	01/03/2019
Spencer Bernard	Comm Svces	Constituent Services Coord	\$39.56	01/07/2019
Catherine Downs	REC	Rec Asst 3 PT	\$13.50	01/09/2019
Sophia Niculescu	REC	Asst 1 PT	\$11.10	01/14/2019

And be it further

RESOLVED, that the Town Board approves the status and salary changes for the following employees:

Name	Position	Reason for Change	Rate	Effective Date
Stacy Hollenbeck	Town Courier-PT	Replacement-Retiree	\$13.500	1/02/2019
Kate Prociuous	Librarian III	Replacement	\$27.77	01/21/2019

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UPDATE TO EMPLOYEE HANDBOOK APPROVED

A Resolution to approve an update to the Employee Handbook 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 "holiday" be stricken from the sentence in Section 4.3 of the Employee Handbook and Personnel Rules that reads "An employee may automatically carryover up to three (3) days of vacation/holiday time."

STAFF TRAINING APPROVED

A Resolution to approve Parks Foreman Jessica Neal to attend the 2019 Sports Turf Conference and Trade Show 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 Parks Foreman Jessica Neal be approved to attend the 2019 Sports Turf Conference and Trade Show that will be held on February 12, 2019 at the Doubletree Hotel in Henrietta at a one-day conference cost of \$90.00.

PUBLIC COMMENT

No members of the public offered comments.

As there was no further business, the Supervisor adjourned the meeting at 6:24 P.M. The Supervisor and Town Board members then departed for the Town Library, to read the Martin Luther King Proclamation before the movie "Fences."

Respectfully submitted,

Linda M. Dillon
Town Clerk

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