

Minutes of the Town Board for June 21, 2022

**TOWN OF PITTSFORD
TOWN BOARD
JUNE 21, 2022**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, June 21, 2022 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 Cathy Koshykar, Katherine B. Munzinger, Kim Taylor and Stephanie M. Townsend.

ABSENT: None.

ALSO PRESENT: Staff Members: Paul Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Hayes Wallman; Deputy Town Clerk, Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O'Brien, Communications Director; Suzanne Reddick, Assistant to the Supervisor; Spencer Bernard, Chief of Staff.

ATTENDANCE: Zero (0) members of the public and One (1) interpreter attended

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and invited all to join in the Pledge to Flag.

SUPERVISORS ANNOUCEMENTS

1. Supervisor Smith congratulated the Pittsford's Teachers and the Pittsford Central School District for another successful school year.
2. The Supervisor strongly warned against jumping from the Canal bridges into the Canal. Some young people had been seen doing this by members of the audience at the June 17th canal side concert. He noted that jumpers cannot know what's beneath the surface of the water and put themselves at risk of serious injury or death. He asked Pittsford parents to do everything they can to prevent their children from jumping from the bridges.
3. Supervisor Smith and Village Mayor Plummer met with representatives of the NYS Department of Transportation to request a temporary traffic signal at the intersection of Schoen Place and State Street while the North Main Street Bridge remains closed. State DOT declined to provide a traffic signal, but will add signage to make motorists better aware of the detour. Supervisor Smith noted that the State is ahead of schedule; at this point it expects to finish the North Main Street Bridge by August 15th.

MINUTES OF THE JUNE 7, 2022 TOWN BOARD MEETING APPROVED

A Resolution to approve the Minutes of the Town Board meeting of June 7, 2022, was offered by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the June 7, 2022 Town Board meeting are approved.

FINANCIAL MATTERS

PUBLIC COMMENTS

There were no public comments.

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HIGHWAY AND SIDEWALK PROJECTS: ARPA FUNDING

Commissioner Paul Schenkel presented Highway and Sidewalk Projects eligible for ARPA Funding. These include adding three roads to this year's paving schedule, repairing culverts and relining sewers on Brickston Drive; repairing culverts on Colonial Parkway, replacing the deteriorated asphalt sidewalk on Washington Road, maintaining Town vehicles and repairing the Highway garage facility. Commissioner Schenkel noted these initiatives would cost \$663,000. He noted that the current inflation has added to the costs of all of these projects. Commissioner Schenkel answered board members' questions about the projects. Board members thanked Commissioner Schenkel. He noted that if the Board approves these projects, they are included in the proposed resolution for budget transfers that appears next on the Agenda.

BUDGET TRANSFERS APPROVED

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

The Resolution was declared carried as follows:

RESOLVED, that the following transfers be approved as follows:

That \$663,000.00 be appropriated from the American Rescue Plan Act (ARPA) Federal Aid. The funds are to be spent as proposed in the Public Works ARPA proposal. The Finance Director is authorized to amend the budget as necessary to facilitate the expenditure of these funds

That 0005.5110.4145.0055.0004 (PT Hwy – Road Rehab) be increased by \$504,000.00.

That 0005.5112.2009.0055.0040 (PT Hwy – Sidewalks) be increased by \$125,000.00.

That 0004.5130.4106.0053.0004 (WT Hwy – Parts) be increased by \$25,000.00.

That 0001.5132.2007.0001.0004 (WT General – Hwy Garage) be increased by \$9,000.00.

IRS MILEAGE RATE UPDATE

The federal Internal Revenue Service has increased its recommended mileage reimbursement rate, in light of inflation and the increasing cost of gasoline. A resolution to adopt the new IRS Mileage Rate for Town purposes was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

Resolved, that the Town Board adopt a Town mileage reimbursement rate of \$0.625 per mile for the period of July 1, 2022 through December 31, 2022.

VOUCHERS APPROVED

A resolution to approve the proposed vouchers was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the June vouchers No. 156296 – 156775 in the amount of \$997,249.97 are approved for payment.

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SURPLUS ITEMS

A Resolution to approve the items to be designated as surplus was offered by Councilmember Taylor, seconded by Deputy Supervisor Munzinger and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following list of equipment be declared surplus and be removed from the Town’s inventory.

Asset #	Year	Description	Department	Cost	Disposition
20150	2019	Echo Hedgetrimmer	Parks	\$ 399.00	Junked
16373	2008	Apple iPod Touch 8GB	I.T.	\$ 281.00	Auction
18896	2017	Tablet-Samsung Galaxy Tab S2-9.7"	I.T.	\$ 121.28	Auction
18905	2017	Tablet-Samsung Galaxy Tab S2-9.7"	I.T.	\$ 121.28	Auction
18907	2017	Tablet-Samsung Galaxy Tab S2-9.7"	I.T.	\$ 397.99	Auction
19874	2019	Smartphone-Samsung Galaxy S9	I.T.	\$ -	Auction
17638	2014	Dell OptiPlex 9020-64-bit	I.T.	\$ 697.79	Auction
17962	2015	Dell OptiPlex 9020-64-bit	I.T.	\$ 827.29	Auction
17966	2015	Dell OptiPlex 9020-64-bit	I.T.	\$ 827.29	Auction
17969	2015	Dell OptiPlex 9020-64-bit	I.T.	\$ 827.29	Auction
17975	2015	Dell OptiPlex 9020-64-bit	I.T.	\$ 827.29	Auction
18197	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18198	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18199	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18200	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18201	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18202	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18203	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18204	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18205	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18206	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18207	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18208	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18210	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18213	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18215	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18217	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18218	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18226	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18232	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18233	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction

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18234	2016	Dell OptiPlex 7040-64-bit	I.T.	\$ 810.91	Auction
18328	2017	Dell OptiPlex 7050-64-bit	I.T.	\$ 723.27	Auction
14142	2004	Camera - Kodak EasyShare CX6330 Digital Camera	I.T.	\$ 193.00	Auction
16910	2010	Camera - Canon PowerShot SD4500 IS Digital Camera	I.T.	\$ 350.00	Auction
17106	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17107	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17108	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17109	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17110	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17111	2011	HP Compaq L2105tm-touch	I.T.	\$ 269.00	Auction
17772	2014	Switch-HP 5120-48G-PoE+ EI Switch w/2 Intf SIts	I.T.	\$2,521.35	Auction
12304	2000	Tester - MilesTek Cable Tester Uni-Network Modular	I.T.	\$ 106.00	Auction
13887	2001	Tester - MilesTek Cable Tester Uni-Network Modular	I.T.	\$ 99.00	Auction
17017	2011	HDD - 146gb 10K SAS 2.5" hot plug hard drive	I.T.	\$ 278.99	Auction
17018	2011	HDD - 146gb 10K SAS 2.5" hot plug hard drive	I.T.	\$ 278.99	Auction
17871	2014	HDD - WD My Passport Ultra 1TB USB drive	I.T.	\$ 68.00	Auction
17982	2015	BNC/S-video to VGA converter	I.T.	\$ 63.83	Auction
17984	2015	Memory - Kingston DDR3L 16GB memory module	I.T.	\$ 170.00	Auction
17985	2015	Memory - Kingston DDR3L 16GB memory module	I.T.	\$ 170.00	Auction
14452	2005	HP LaserJet 1320NW	I.T.	\$ 503.35	Auction
15087	2005	HP LaserJet 1320NW	I.T.	\$ 503.35	Auction
15093	2005	HP LaserJet 1320NW	I.T.	\$ 503.35	Auction
16386	2008	HP LaserJet 3055	I.T.	\$ 475.00	Auction
16387	2008	HP LaserJet 3055	I.T.	\$ 475.00	Auction
12796	2002	Print Server-HP JetDirect 175X	I.T.	\$ 180.00	Auction
16051	2006	UPS - APC SmartUPS 1500	I.T.	\$ 487.67	Auction
16318	2007	UPS - APC SmartUPS 1500	I.T.	\$ 487.67	Auction
16340	2006	UPS - APC SmartUPS 750XL & 1 battery pack	I.T.	\$1,250.00	Auction
17602	2013	UPS - APC Back UPS 650	I.T.	\$ 90.00	Auction
18098	2016	Battery-APC Replacement Battery Cartridge	I.T.	\$ 175.00	Auction
18099	2016	Battery-APC Replacement Battery Cartridge	I.T.	\$ 335.15	Auction
18698	2019	Battery-APC Replacement Battery Cartridge	I.T.	\$ 93.13	Auction
19792	2019	Battery-APC Replacement Battery Cartridge	I.T.	\$ 93.13	Auction

PERSONNEL MATTERS

PUBLIC COMMENTS

There were no public comments.

HIRING/PERSONNEL ADJUSTMENTS

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

The following employee(s) are recommended as a new hire, subject to successful completion of drug and background checks, based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Olivia Taylor	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Anna Pellegrino	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Rose Diekmann	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Matthew Taylor	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Austin Norwood	Highway	Laborer-Seasonal	\$14.00	06/27/2022

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

Name	Position	Reason for Change	Rate	Effective Date
Timothy Moulton	Laborer	CDL-Class B	\$19.35	06/20/2022
Jackson Wallace	Laborer-Seas	Hwy – Rehire	\$14.25	06/21/2022
Chandler Reynolds	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Molly Heinzelman	Recreation	Rec Asst – Summer Fun	\$13.20	06/23/2022
Rachel Brill	Library Clerk	New Position	\$17.12	07/05/2022

OTHER BUSINESS

Supervisor Smith asked Board members for comments to the draft letter to the Public Service Commission, objecting the RG&E's request to increase the electricity rate that he has circulated to Board members by email.

JULY 5, 2022 TOWN BOARD MEETING CANCELED

Noting that the next Board meeting is scheduled for the day after Independence Day, when some Board members and Senior staff will be away, the Supervisor moved a Resolution to cancel the July 5, 2022 Town Board Meeting. It was seconded by Deputy Supervisor Munzinger and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board meeting scheduled for July 5, 2022 be, and hereby is, canceled.

Councilmember Townsend suggested revisiting the Town's standing request to the State Department of Transportation for flashing on-demand pedestrian crossing lights on each side of the crossing at South Main Street and Sunset Boulevard. She noted that similar pedestrian crossing lights were installed recently in Brighton. Supervisor Smith noted he has been asking State DOT for such a light persistently for the past 4 to 5 years, since well before a man was killed at the Sunset crosswalk. He noted that he has repeatedly told the State that the Town will pay for the lights and install them; yet the State continually refuses permission. At a meeting last year on State road issues in Pittsford he pushed so vigorously for the lights that the State DOT representatives questioned the further purpose of the meeting if he were to persist. Councilmember Townsend suggested making the request again, citing the recently-installed sign in Brighton. If the State still declines, she continued, the Town can turn up the pressure by FOILING correspondence, meeting notes and the like, involving the State's approval of the pedestrian crossing lights in Brighton. Board members agreed that it is worth pursuing this until the Town gets the pedestrian crossing lights.

Councilmember Townsend suggested that, now that the Town has received public input on ARPA-funded projects and has approved numerous projects to be paid for with ARPA funds, this would be a good time for Town staff to look through the Active Transportation Plan and determine what sidewalk and trail improvements in that Plan should be next for ARPA funding, considering costs and maximizing connectivity.

Councilmember Taylor asked about the status of the new pickle ball courts. Commissioner Schenkel noted that these should be completed and ready for use in a few weeks.

Councilmember Townsend asked Commissioner Schenkel about traffic counters on Allens Creek Road. She suggested placing a warning sign to drivers on Allens Creek on either side of the intersection with Woodbury Estates. Residents of Woodbury Estates have asked for this. Commission Schenkel agreed to place such signs.

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PUBLIC COMMENT

There were no public comments.

Hearing no further business, the Supervisor adjourned the meeting at 6:40 P.M.

Respectfully submitted,

Hayes Wallman
Deputy Town Clerk