

Minutes of the Town Board for July 19, 2022

**TOWN OF PITTSFORD  
TOWN BOARD  
JULY 19, 2022**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, July 19, 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; 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:** Forty-five (45) members of the public and one (1) interpreter were 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.

**SUPERVISORS ANNOUCEMENTS**

1. The Supervisor reminded residents that tomorrow is the first children's concert of the summer. Kids concerts are at the Spiegel Community Center and start at 6:30 PM. Friday night's canal side concert will start at 6:30 at Carpenter Park.
2. Supervisor Smith acknowledged the retirement of long time Town employee Joy Brown. Joy has served as the Town's head of IT and the Supervisor thanked her for her years of loyal service. She will be staying on with the Town for a bit to help train her replacement.

**REFUSE DISTRICT PUBLIC HEARINGS**

Supervisor Smith began by opening the Public Hearings for the Candlewood, East Avenue Manor, Extension 1 of Sutton Point/St. Andrews Hill, Grandhill, Greylock, Hedge Wood/Crest Wood, Long Meadow, McCord Estate, and Old Lyme Refuse Districts. Board members heard comments and questions from many residents regarding the start-up of service, recycling, possible tote options, large/oversized item pick up, bidding process in 2023, and other matters related to refuse districts. Frank Parisi, from SEYREK Disposal was on hand to answer resident's service specific questions and concerns. The Town Clerk read a comment received by email from Gretchen Geiger and Michael Coughlin. Hearing no more comments from the public, the Supervisor closed the Public Hearing.

**APPROVALS OF REFUSE DISTRICTS**

**CANDLEWOOD REFUSE DISTRICT APPROVAL**

A motion was made by Councilmember Townsend to approve the creation of the Candlewood Refuse District, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

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The Resolution was declared carried as follows:

**WHEREAS**, Petitions 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 the establishment of the “Candlewood Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the “Candlewood Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

### **EAST AVENUE MANOR REFUSE DISTRICT APPROVED**

A motion was made by Deputy Supervisor Munzinger to approve the creation of the East Avenue Manor Refuse District, seconded by Councilmember Taylor, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**WHEREAS**, Petitions 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 the establishment of the “East Avenue Manor Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

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**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an "action" subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the "East Avenue Manor Refuse District", be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in "Schedule A" map annexed hereto.

### **EXTENSION TO SUTTON POINT/ST. ANDREWS HILL**

A motion was made by Councilmember Townsend to approve the creation of Extension #1 to the Sutton Point/St. Andrews Hill Refuse District, seconded by Councilmember Taylor, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

**WHEREAS**, Petitions 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 the establishment of the "Extension 1 to Sutton Point Andrews Hill Refuse District"; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money for the

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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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the “Extension 1 to Sutton Point Andrews Hill Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

### **GRANDHILL REFUSE DISTRICT APPROVAL**

A motion was made by Deputy Supervisor Munzinger, to approve the creation of the Grandhill Refuse District, seconded by Councilmember Townsend, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

**WHEREAS**, Petitions 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 the establishment of the “Grandhill Way Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the "Grandhill Way Refuse District", be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in "Schedule A" map annexed hereto.

**GREYLOCK REFUSE DISTRICT APPROVAL**

A motion was made by Supervisor Smith to approve the creation of the Greylock Refuse District, seconded by Councilmember Taylor, and voted on by members as follows: Koshykar, Taylor Townsend and Smith. Nays: None. Abstained: Munzinger.

**WHEREAS**, Petitions 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 the establishment of the "Greylock Rustic Refuse District"; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an "action" subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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

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**RESOLVED AND ORDERED**, that the “Greylock Rustic Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

### **HEDGE WOOD/ CREST WOOD REFUSE DISTRICT APPROVAL**

A motion was made by Councilmember Townsend to approve the creation of the Hedge Wood/ Crest Wood Refuse District, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

**WHEREAS**, Petitions 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 the establishment of the “Hedge Wood Crest Wood Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the “Hedge Wood Crest Wood Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

### **LONG MEADOW REFUSE DISTRICT APPROVAL**

A motion was made by Councilmember Taylor to approve the creation of the Long Meadow Refuse District, seconded by Councilmember Townsend, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

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**WHEREAS**, Petitions 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 the establishment of the “Long Meadow Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the “Long Meadow Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

### **MCCORD ESTATE REFUSE DISTRICT APPROVAL**

A motion was made by Deputy Supervisor Munzinger to approve the creation of the McCord Estate Refuse District, seconded by Supervisor Smith, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

**WHEREAS**, Petitions 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 the establishment of the “McCord Estate Refuse District”; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

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**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an "action" subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the "McCord Estate Refuse District", be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in "Schedule A" map annexed hereto.

### **OLD LYME REFUSE DISTRICT APPROVAL**

A motion was made by Deputy Supervisor Munzinger, to approve the creation of the Old Lyme Refuse District, seconded by Councilmember Taylor, and voted on by members as follows: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

**WHEREAS**, Petitions 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 the establishment of the "Old Lyme Refuse District"; and

**WHEREAS**, the Town Assessor has submitted a Certificate, in writing, verifying that the aforesaid Petitions were signed by the required percentage of owners within the proposed District; and

**WHEREAS**, an Order was duly adopted by the Town Board on the 7th day of June, 2022 for the hearing of all persons interested in the matter to be held on the 19th day of July, 2022, at 6:00 o'clock P.M., Local Time, as permitted by law, in the Town of Pittsford, New York; and

**WHEREAS**, due proof of publication and posting of the Notice of said hearing 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 Petitions that the creation of the Refuse District does not require any expenditure of money 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 creation of this Refuse District, which changes the means of payment for residential refuse collection and disposal from individual private contract decisions to collective public

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bidding and contract award, does not change the use, appearance or condition of any natural resource or structure, and hence is not an “action” subject to SEQRA under 6 NYCRR § 617.2 (b)(i); and

**WHEREAS**, the permission of the Comptroller of the State of New York is not required for the creation of the District;

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

**RESOLVED AND ORDERED**, that

- (a) The Petitions are signed and acknowledged or approved as required by law and are otherwise sufficient;
- (b) All the property and property owners within the District are benefited thereby;
- (c) All the property and property owners benefited are included within the limits of the District;
- (d) The expenses of 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 the “Old Lyme Refuse District”, be and the same hereby is created, and that the boundaries of the Refuse District, as hereby created, are as set forth in “Schedule A” map annexed hereto.

The Supervisor called for a five-minute recess to allow for those in attendance for the public hearings to exit the room. The meeting reconvened and Supervisor Smith commented that with board members’ approval, he would take the scheduled presentations out of agenda order so the Board could proceed with them now.

### **PRESENTATION BY POWER MANAGEMENT SYSTEMS – APPROVAL OF NEW CONTRACTS AND AUTHORIZATION FOR SUPERVISOR TO EXECUTE**

Richelle Acker, Director of Account Management with Power Management Systems, gave an update to the board about the current market conditions, citing the conflict between Ukraine and Russia, increased usage of the domestic reserve, and usage not keeping pace with production as the reasons for the jump in energy prices. The Town contracts with Power Management due for renewal, electric in October 2023 and gas in October 2022. The recommendation to the board is to lock in the current pricing as soon as possible, given the volatility of the market. If approved, the contract pricing will become effective at the end of the current contracts. Final contract pricing for the Town’s electric will be \$0.06298/kWh (kilowatt-hour) and gas will be \$6.40/Dth (dekatherm.) These numbers include utilizing 100% renewable sources and switching to a dual bill rate that saves the Town approximately \$14,000 per year.

Following discussion, Supervisor Smith made a motion to authorize the Supervisor to sign the contract renewals as presented, 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 Supervisor is authorized to sign 3 year term contract renewals with Power Management Systems as presented.

### **PRESENTATION BY BROWN & BROWN - TOWN INSURANCE COVERAGE**

Jordan Bernstein, from Brown & Brown Consultant Services, updated the board on the results of the bidding for the Town’s liability coverage and gave their recommendation for whom the Town should contract with for the next 3-year term. Review of the bid results showed that continuing with USI Insurance for the Town’s insurance provider. The Town’s Cyber Liability coverage will be awarded to Eastern Shore Associates as they had the most competitive pricing. Mr. Bernstein noted that the

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Town's recent investment in updating cyber security resulted in a 40% decrease in the cost of technology coverage.

After answering questions from board members, Supervisor Smith made a motion to approve the contracts with USI and Eastern Shore Associates and authorizing the Supervisor to sign them, seconded by Deputy Supervisor Munzinger, and voted on as follows: Ayes: Koshykar, Munzinger, Taylor Townsend and Smith. Nays: none.

### **MINUTES OF THE JUNE 21, 2022 TOWN BOARD MEETING APPROVED**

A Resolution to approve the Minutes of the Town Board meeting of June 21, 2022, 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 Minutes of the June 21, 2022 Town Board meeting are approved.

### **FINANCIAL MATTERS**

#### **PUBLIC COMMENTS**

There were no public comments.

### **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. 156776 - 157227 in the amount of \$881,392.57 are approved for payment.

### **OPERATIONAL MATTERS**

#### **PUBLIC COMMENTS**

There were no public comments.

### **SET PUBLIC HEARING FOR COVENTRY RIDGE 1-2 POLE LIGHTING DISTRICT**

A Resolution to set the a public hearing for the proposed Coventry Ridge 1-2 Pole Lighting Districts was offered by Councilmember Townsend, 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:

**WHEREAS**, Petitions signed by the required percentage of owners of taxable real property situated in the proposed "1-2 Pole Lighting District, Extension No. 12 Coventry Ridge Subdivision Sections 1, 2, 3 and 4," have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Lighting District to be located in the Coventry Ridge Subdivision Sections 1, 2, 3 and 4, the said proposed District being located in general terms on the streets of Coventry Ridge, Ravenna Crescent, Rockdale Meadows and 17 Dunnewood Ct., situated on the East side of Clover Street and north of Isaac Gordon Park, comprising of 84 parcels, all as is more particularly set forth in the Petitions and map as described herein; and

**WHEREAS**, no public monies are proposed to be expended for the creation of the Refuse District; and

**WHEREAS**, the anticipated Lighting District Fees to be paid annually by the owner of each home within the District, is in the amount of \$13.35;

## Minutes of the Town Board for July 19, 2022

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

**RESOLVED AND ORDERED**, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, on the 2nd day of August 2022, at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation to the said Petitions as may be required by law or proper in the premises; and it is further

**RESOLVED AND ORDERED**, that a copy of the within Order be duly published in The Daily Record, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said hearing.

### **APPOINT DEPUTY TAX RECEIVER AT CANANDAIGUA NATIONAL BANK**

The Board considered a resolution to permit Canandaigua National Bank and Trust to continue to collect taxes on the Town's behalf and deposit them directly into the Town's Tax Account, by appointing Jessica Bullen, Service Manager at the Pittsford Branch of Canandaigua National Bank and Trust, as a Deputy Receiver of Taxes. Councilmember Townsend moved the resolution and Deputy Supervisor Munzinger seconded. Members voted as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Jessica Bullen, Service Manager at the Pittsford Branch of Canandaigua National Bank and Trust is appointed Deputy Receiver of Taxes for the Town of Pittsford for 2022-2023 and is authorized to collect the 2022-2023 School Taxes and the 2023 Town and County Taxes during the interest-free collection periods.

### **INSURANCE COVERAGE/TAX BONDING FOR 2022-2023 FOR TOWN CLERK AND RECEIVER OF TAXES APPROVED**

A Resolution to authorize insurance coverage for the 2022-2023 Tax Collections was offered by Supervisor Smith, seconded by Councilmember Taylor, and voted on by the members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED** by the Town Board of the Town of Pittsford, as follows:

**Section 1.** The Town Board hereby guarantees the surety, form and amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes, as follows:

Type of undertaking: Insurance coverage for Town Clerk and Receiver of Taxes

Amount: \$100,000.00 per employee Public Employee Dishonesty Coverage with additional indemnity of \$200,000.00, including Faithful Performance of Duty, for the Receiver of Taxes

**Section 2.** A true copy of this resolution shall be affixed to the undertaking to indicate this Board's approval thereon in accordance with Town Law §25.

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### 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 Deputy Supervisor Munzinger, seconded by Councilmember Taylor, 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
Elizabeth Haley	Recreation	Rec Asst – Youth Soccer	\$13.73	07/05/2022
Yugo Iwamoto	Recreation	Rec Asst – CC Supvs	\$15.00	07/08/2022
Daniel Waldman	DPW	Intern	\$14.00	07/11/2022

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
James Wintermute	MEO	CDL – Class Change	\$22.39	07/04/2022
Jessica Furber	GIS Laborer	Seasonal Rehire – GIS	\$15.00	07/11/2022
Lucy Zombek	Rec Asst	Rehire – Seniors Nutrition	\$13.20	07/13/2022
Joy Brown	IT Director	Rehire –Temp. transition	\$60.00	07/13/2022

### OTHER BUSINESS

#### NEW TOWN PARK: COPPER BEECH PARK2.0

Paul Schenkel, Commissioner of Public Works shared with board members renderings by landscape architect Sue Steele of a plan for the vacant lot owned by the Town on North Main Street at the entrance to the Library Parking Lot. The Town has planted there the first of the saplings derived from the old Copper Beech tree on State Street. The landscape design presented includes space for a vending truck, café tables, chess and checkers game tables, the option for a pergola, lighting and a storage shed for maintenance tools and tables. The total anticipated cost for the project is \$275,000. Next steps, if the Board approves the project, would include finalizing the plan, presenting it to the Village, preparing bid specifications with the hope of selecting a contractor by this fall and completing it by next spring. Board members commented how much they liked the proposal and they thanked the Commissioner for his presentation. Conversation and clarification followed about technical aspects of the plan. Responding to an inquiry by Councilmember Koshykar, the Supervisor noted that he has already sent the renderings to Village Mayor Plummer and has discussed the idea of this park with the Mayor on several occasions; that the Mayor strongly supports the concept, and that the Town will work with the Village to finalize a plan for site plan approval by the appropriate Village boards. Supervisor Smith inquired about next steps. In response, the Commissioner noted that the Town should next create a capital account and transfer \$275,000 from the ARPA account to fund it. Brian Luke, Finance Director, confirmed this and noted he will present to the Board at its next meeting appropriate resolutions for these purposes.

#### ACTIVE TRANSPORTATION PLAN UPDATE

Commissioner Schenkel presented an update to the board about on-going and planned sidewalk, trail and pedestrian crossing projects undertaken by the Town since the December 2020 approval of the Active Transportation Plan (ATP) by both the Town and Village in a collaborative effort. Commissioner

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Schenkel's presentation, included in these minutes, includes the full list of the projects reviewed. The ATP also included a recommendation to adopt a Complete Streets Policy, encouraging thoughtful review of each road as capital projects arise to include all forms of transport. Commissioner Schenkel indicated that recommendations for this policy would be shared in the coming months. Board discussion followed about the possible purchase of additional speed trailers since speeding in neighborhoods is a concern often cited by residents. Mr. Schenkel will report to board members on the current cost to purchase additional trailers.

Commissioner Schenkel also reviewed recommendations by the Department of Public Works for projects to pursue next. These are significant projects and require extensive engineering, permitting, public engagement and funding. Board members discussed how best to proceed with these projects. Supervisor Smith encouraged all to remember that any ARPA funds used on projects would need to fund such projects to completion with the funding available. This principle furthers public confidence in the efforts of the Town.

Councilmember Taylor commented about contacting NYS DOT on the possibility of adjustments to the intersection of Routes 225 and 96 (Jefferson Rd. and South Main St.) for increased pedestrian safety. Board discussion followed. The consensus was to approach State DOT about this separately from the Town's effort to obtain flashing pedestrian crossing lights at the crossing where Sunset Boulevard meets South Main Street.

Councilmember Taylor also shared that the Library received funds from the Friends of the Library to purchase a Book Bike! This allows library staff to travel around Town for community engagement. The City of Rochester Library loaned one to the Town this summer and it has been an asset to their summer programs and reading initiatives.

### **PUBLIC COMMENT**

There were no public comments.

Hearing no further business, the Supervisor adjourned the meeting at 8:02 P.M.

Respectfully submitted,

Renee McQuillen  
Town Clerk