

Minutes of the Town Board for April 4, 2023

**TOWN OF PITTSFORD
TOWN BOARD
APRIL 4, 2023**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, April 4, 2023, 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 Katherine B. Munzinger, Kim Taylor and Stephanie M. Townsend.

ABSENT: Councilmember Cathy Koshykar.

ALSO PRESENT: Staff Members: Brian Luke, Finance Director; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff; Hayes Wallman, Deputy Town Clerk.

ATTENDANCE: Thirty-one members of the public along with an 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. The 2023 Paddle and Pour poster was presented, with thanks to graphic artist Chris Lyons.
2. Congratulations to Pittsford's Madison Murajda, age 5, for catching a 29" brown trout at the Riedman Fishing Derby, winning the Derby with the largest fish caught.
3. Relatively recent Federal legislation may make it possible for Pittsford to take part in Distributed Generation, a means by which the Town would provide electric power to residents at a lower cost than they currently pay. The Supervisor has met with a representative of an engineering firm to explore this possibility for Pittsford. There will be updates as more information becomes available.

MINUTES OF THE MARCH 21 MEETING APPROVED

A Resolution to approve the Minutes of the Town Board meeting of March 21, 2023, was offered by Councilmember Taylor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the March 21, 2023, Town Board meetings are approved.

LEGAL MATTERS

PUBLIC COMMENT

No comments were submitted.

APPROVAL OF 15 SUMMERS CIRCLE EASEMENT ENCROACHMENT AND HOLD HARMLESS AGREEMENT

Following a brief history of the location, Deputy Supervisor Munzinger made a motion to approve the proposed Easement Encroachment and Hold Harmless Agreement, seconded by Councilmember Townsend, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

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RESOLVED, that the proposed “Easement Encroachment and Hold Harmless Agreement” involving the Town’s easement located on 15 Summers Circle be approved and that the Supervisor be authorized to execute the agreement.

AUTORIZATION OF HARRIS BEACH BOND WORK ENGAGEMENT LETTER – 57 MONROE AVE. PROPERTY

Supervisor Smith moved to approve an engagement letter with Harris Beach PLLC for legal counsel services relating to the Town’s financing of the new facility at 57 Monroe Avenue, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board of the Town of Pittsford authorizes the Supervisor to execute an engagement letter with the Harris Beach law firm to provide bond counsel services to the Town in connection with the Town’s purchase and renovation of the 57 Monroe Avenue property.

FINANCIAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

APPROVAL OF DISPOSITION OF SURPLUS INVENTORY

A resolution to approve the surplus inventory listed was made by Deputy Supervisor Munzinger and seconded by Councilmember Taylor and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

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

Asset #	Year	Description	Department	Cost	Disposition
14346	2004	ClaytonMarcus Sofa	Seniors	\$ 1,099.00	Junk
14347	2004	ClaytonMarcus Sofa	Seniors	\$ 1,099.00	Junk
12686	1999	Kodak Slide BC4201	Rec	\$ 515.00	Junk
13202	2000	Gressco Kindersystem DPS 999	Rec	\$ 4,108.00	Junk
16479	2007	Sony Movie Projector	Rec	\$ 1,005.00	Junk
18771	2016	Ford F-250	Highway	\$ 28,549.16	Auction
18772	2016	Unicell Western Plow with Wing	Highway	\$ 5,326.00	Auction
18773	2016	Tommy Gate	Highway	\$ 2,950.00	Auction
17572	2013	Backup Camera	Highway	\$ 195.00	Auction
17574	2014	6 Wheel Cab & Chasis	Highway	\$ 89,425.00	Auction
17574-B	2014	All Season Dump Body & Tarp	Highway	\$ 66,518.00	Auction
17575	2014	Plow Henderson	Highway	\$ 6,000.00	Auction
17576	2014	Plow Wing Henderson	Highway	\$ 4,000.00	Auction

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BUDGET TRANSFER APPROVED

A motion to approve the proposed budget transfer was offered by Supervisor Smith, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

Be it resolved that the following is approved:

That \$3,400.00 be transferred from 1.9950.9000.1.1 (General Fund – Capital Improvements) to 1.2620.2007.10.3 (General Fund – Library Improvements) to purchase water heater for Library per 2023 budget.

APPROVAL OF THE ADDITION TO THE FEE SCHEDULE FOR ONE DAY OFFICIANT LICENSE

A recently enacted State law requires town and city clerks to issue a one-day officiant license for those couples who wish to be married by a friend or relative. The officiant license will only be issued in connection with a marriage license issued by the clerk's office. The fee for the license is \$25 and needs to be added to the Town's fee schedule. A motion was made by Councilmember Townsend and seconded by Councilmember Taylor, for the addition of this fee to the Town's approved fee schedule. Board members voted as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

RESOLVED, that there be and hereby added to the Town of Pittsford's Fee Schedule a fee of \$25 in payment for a One-Day Marriage Officiant License.

RECREATION MATTERS

PUBLIC COMMENTS

No comments were made.

SUMMER 2023 RECREATION PROGRAMS

Following remarks from board members, a motion to approve the 2023 Recreation summer program schedule was made by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

RESOLVED, that the Recreation Department 2023 summer programs are approved, and the Town Supervisor is authorized to sign instructor contracts as required.

2023 PADDLE & POUR TEMPORARY ACCESS LICENSE AGREEMENT FOR THE BANK OF AMERICA PARKING LOT

After discussion among the board members, Councilmember Townsend offered a motion for the Supervisor to be authorized to sign the Temporary Access License Agreement, Councilmember Taylor seconded, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the Town Supervisor to sign the Bank of America license Agreement in regard to Paddle and Pour.

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UPDATE ON GRANT FUNDING AND PROJECTS

Chief of Staff Spencer Bernard shared updates with board members on grant funded projects. The Town is nearing completion of the projects funded by the Community Development Block Grant. As soon as the warmer weather is here, crews will be back at the Spiegel Center to complete the pathway to the outdoor pavilion. Funding received from State Senator Samra Brouk has been earmarked for connecting the sidewalk between Mendon Rd. to Thornell Rd. Additional grant funding has been secured for the completion of Phase 2 of the French Road Sidewalk, infrastructure updates at the library, and for a sidewalk on East Street.

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 Councilmember Taylor, seconded by Deputy Supervisor Munzinger, with members voting as follows: Ayes: Munzinger, Taylor, Townsend, and Smith. Nays: none. Absent: Koshykar.

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
Joseph Angora	Parks	Laborer-Seasonal	\$18.10	04/10/2023
Richard Jones	Parks	Laborer-Seasonal	\$18.10	04/10/2023
Sophia Ziakas	Parks	Laborer-Seasonal	\$18.60	04/17/2023

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Joseph Angora	Parks	Laborer-Seasonal	\$18.10	04/10/2023
Richard Jones	Parks	Laborer-Seasonal	\$18.10	04/10/2023
Sophia Ziakas	Parks	Laborer-Seasonal	\$18.60	04/17/2023

OTHER BUSINESS

Councilmember Townsend shared an update from the Environment Board. Its members are researching funding resources for additional climate smart initiatives. They hope to have some recommendations for the board within the next month or so.

Councilmembers Townsend and Taylor offered remarks on the drag story hour event planned for April 15 at the Pittsford Community Center. Supervisor Smith shared background details to offer context to safety and security considerations.

PUBLIC COMMENTS

Comments were offered by Nancy Coates, Mike Shaughnessy, Bill Skuse, Scott Joerger, Sabrina Aldridge, Catherine Doyle, Richard Altier, John Kircher, Patrick Aldrich, Clayton J. Baker, M.D., Christine Winchester, Amy Ord, and Sadie Szrama

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

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Respectfully submitted,

Renee McQuillen
Town Clerk