

Minutes of the Town Board for March 6, 2018

TOWN OF PITTSFORD TOWN BOARD MARCH 6, 2018

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, March 6, 2018 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; Jessie Hollenbeck, Recreation Director; Linda M. Dillon, Town Clerk.

ATTENDANCE: There were twenty-two (22) members of the public in attendance. Four (4) additional staff members were also present. Also in attendance, as the presenter on behalf of Riedman Companies and Friendly Commons at Cloverwood, was attorney Jerry Goldman. Also in attendance for Riedman Companies was David J. Riedman, President. Also in attendance for Friendly Commons at Cloverwood was Thomas Palumbo, PE-Principal-Community Development, Stantec Consulting Services, Inc. (traffic and site); Glen Cooper, President and CEO of Friendly Senior Living; and Laticia Fornataro, AIA – Senior Project Manager, SWBR (engineering).

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. Thereafter, the Town Clerk noted the members present and the Supervisor invited Councilman Beckford to lead in the Pledge to the Flag.

ANNOUNCEMENTS FROM SUPERVISOR

Supervisor Smith reported that, following an inquiry at the last Town Board meeting about possible resurfacing of East Avenue, he contacted the regional office of the State Department of Transportation, which has exclusive jurisdiction over work on East Avenue, as a State road. State DOT responded that it does not have resurfacing of East Avenue on its schedule for resurfacing. The Supervisor also reported that the Town's consideration of Community Choice Aggregation for supplying electric power to residents will include a Town Board meeting for the purpose of presentations by the two potential CCA Administrators. The Supervisor noted that such presentations would be as important to the public as to the Town Board, which is why a significant public information campaign will be undertaken prior to the proposed meeting.

SUPERVISOR'S APPOINTMENT

Supervisor Smith announced his appointment of Suzanne Ward to the position of Assistant to the Supervisor.

MEETING MINUTES OF FEBRUARY 22, 2018 APPROVED AS AMENDED

Councilwoman Townsend offered two minor edits to the February 22, 2018 draft Minutes, with the correction of a name and the addition of a name within the Public Comments section of the Minutes. Thereafter, a Resolution to approve the Meeting Minutes as amended of the February 22, 2018 was offered by Councilwoman Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Meeting Minutes of the February 22, 2018 are approved as amended.

AMENDMENT TO JANUARY 16, 2018 MINUTES APPROVED

A Resolution to amend the January 16, 2018 Minutes to include the correct expiration date for the term of office for Assessment Review Board member Patricia Borshoff was offered by Supervisor Smith, seconded by

Minutes of the Town Board for March 6, 2018

Councilwoman Townsend, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Resolution for appointments to the Assessment Review Board as written in the January 16, 2018 Minutes be amended to read as follows:

RESOLVED, that Robert Michaels be appointed to the Assessment Review Board for a 5-year term, expiring on September 30, 2022; and be it further

RESOLVED, that Patricia Borshoff be appointed to the Assessment Review Board to fill an unexpired term on the board for one year, expiring on September 30, 2018.

LEGAL MATTERS

PUBLIC COMMENT

Supervisor Smith asked for public comments on Agenda items under the heading "Legal Matters." There were none.

PRESENTATIONS

KILBOURN PLACE

Jerry Goldman, attorney for Riedman Companies, offered an informal presentation to the Town Board, for a possible Incentive Zoning application for Kilbourn Place Living Community project. Mr. Goldman gave a brief history of the previous plans for development of the proposed property together with the new intended proposal for the future development of the property. The new proposal would expand the footprint of the current Incentive Zoning to incorporate the Back Nine Grill property. The new project intends to construct 120 apartment units that will be geared toward the 55 years and older population who are looking to downsize. The developer presented this as an introductory session only and will work closely with all stakeholders and the Town staff to prepare a formal application to the Town Board at some time in the near future. Some discussion and dialogue occurred among the presenters and the Town Board with clarification of some aspects of the proposal.

CLOVERWOOD APPLICATION

Jerry Goldman, also the attorney for the developer of Friendly Commons at Cloverwood, presented to Town Board the formal application requesting an Amendment to the current Planned Unit Development (PUD) for Parcels 8 and 12, located at the southwest corner of Clover Street and Jefferson Road. The proposal is requesting a zoning modification to the PUD, allowing for residential development for 135 units for senior living. An informal presentation was made to the Town Board in January.

APPLICATION FOR FRIENDLY COMMONS AT CLOVERWOOD, TOBEY PUD PARCELS 8 & 12 ACCEPTED

Following the presentation for the application for Friendly Commons at Cloverwood on Tobey PUD Parcels 8 and 12, a Resolution to accept the application was offered by Supervisor Smith, seconded by Councilwoman Munzinger, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board (1) accept for processing the application of the Friendly Senior Living for municipal approvals to construct a new independent living community facility of a maximum of 135 high-quality residential units on Tobey PUD Parcels 8 and 12 (the "Project"), (2) declare its intent to act as lead agency for a coordinated environmental review of the Project under SEQRA, (3) refer the application to the Planning Board for an advisory report, and (4) refer the application to the Design Review and Historic Preservation Board for review and comment.

FINANCIAL MATTERS

Minutes of the Town Board for March 6, 2018

PUBLIC COMMENT

Supervisor Smith asked for public comments on Agenda items under the heading "Financial Matters." There were none. However, Michael Slade commented regarding the presentations, indicating that the public should have access and be able to view these plans. The Supervisor indicated that these plans are, and have been, freely available to residents.

SURPLUS INVENTORY APPROVED

A Resolution to approve the proposed the February Surplus Inventory was offered by Councilwoman Townsend, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the attached list of equipment be declared surplus/junk and be removed from the Town's Inventory.

FEBRUARY SURPLUS INVENTORY LIST

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
10562	1983	Plexiglass Display Case	Lib	\$950.00	Junk
10614	1989	Panasonic Color TV	Lib	\$150.00	Junk
13239	2003	Red Oak Bookshelf	Lib	\$844.00	Junk
13269	2005	DVD - VHS Player	Lib	\$100.00	Junk
15340	2005	Arm Chair	Lib	\$165.08	Junk
15341	2005	Arm Chair	Lib	\$165.08	Junk
15343	2005	Arm Chair	Lib	\$165.08	Junk
15344	2005	Arm Chair	Lib	\$165.08	Junk
15345	2005	Arm Chair	Lib	\$165.08	Junk
15346	2005	Arm Chair	Lib	\$165.08	Junk
15470	2005	Arm Chair	Lib	\$173.45	Junk
15471	2005	Arm Chair	Lib	\$173.45	Junk
17829	2015	iPad Air	Lib	\$539.00	Junk
18121	2015	iPad Air	Lib	\$539.00	Junk
18122	2015	iPad Air	Lib	\$539.00	Junk
11228	1993	Floor Machine	Bldg Maint	\$950.00	Junk
11245	1995	Vacuum / Sweeper	Bldg Maint	\$45.00	Junk
11246	1995	Vacuum / Sweeper	Bldg Maint	\$45.00	Junk
11286	1998	Carpet Sweeper	Bldg Maint	\$60.00	Junk
11560	1988	Video Monitor	Bldg Maint	\$521.00	Junk
13912	2001	Vacuum	Bldg Maint	\$137.40	Junk
13913	2002	Vacuum	Bldg Maint	\$137.40	Junk
16254	2006	Vacuum	Bldg Maint	\$199.00	Junk
16999	2011	Wet/Dry Vacuum	Bldg Maint	\$583.33	Junk
16708	2010	International 10 Wheel Dump	Hwy	\$183,817.27	Auction
16709	2009	Wing Plow	Hwy	\$3,344.34	Auction
16710	2009	Front Plow	Hwy	\$10,687.86	Auction
17186	2012	Ford F-550 Super Duty	Hwy	\$54,052.50	Auction
17198	2012	Tankless Water Heater	Hwy	\$998.82	Junk
16939	2010	Time Stamp	Court	\$518.00	Junk

Minutes of the Town Board for March 6, 2018

11504	1987	Computer Table	Town Clerk	\$68.00	Junk
13470	1999	Desk Chair	DPW	\$199.98	Junk
13972	2005	Desk Chair	DPW	\$122.83	Junk

\$261,486.11

OPERATIONAL MATTERS

PUBLIC COMMENT

Supervisor Smith asked for public comments on Agenda items under the heading "Operational Matters." Michael Slade commented that he believes the Town should re-bid for the sidewalk project in an attempt to obtain more than just one bid.

BID DATE SET FOR EAST AVENUE SIDEWALK PROJECT SIGNAL IMPROVEMENTS

A Resolution to Set a Bid date for the East Avenue Sidewalk Project Signal Improvements was offered by Deputy Supervisor Munzinger, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board sets a bid opening date for the East Avenue Sidewalk Project Signal Improvements for April 4, 2018 at 11:00 A.M.

CONCRETE SIDEWALK BID AWARDED

Commissioner of Public Works Paul Schenkel explained the bid process, noting that there are only three (3) contractors in this area, one in Rochester and the other two in Buffalo, who would consider this particular type of bid, as the modest scale of the job would not make the work attractive to larger contractors. One contractor submitted a bid on this project, Hynes Concrete Contractor, Inc. Commissioner Schenkel stated that the bid is reasonable and recommended awarding the bid to Hynes. There was some discussion among board members and one public comment regarding the receipt of just one bid. Supervisor Smith suggested going through the bid process again, in hope of receiving more than one bid. Commissioner Schenkel responded that, for reasons already stated, doing the process over would result in the same outcome. Councilwoman Townsend stated that the Town had said the project would be performed exclusively by the Town staff and asked why it is necessary to pay for services of a contractor. Commissioner Schenkel stated that project is fully funded for self-performance of all of the work by Town staff; that adding services of a contractor in addition to work by Town staff would move the project ahead at a faster pace. He explained that this would keep the work moving when the Town had to divert its own work crews to other immediate needs. He explained that "detectable warnings" referred to in the bid are installations in the pavement at street crossings for benefit of the visually impaired. Supervisor Smith endorsed moving the project ahead at a faster pace. He noted that acceptance of the bid by the Town Board is a choice between faster completion or slower completion. Deputy Supervisor Munzinger offered a motion to award the concrete sidewalk bid to Hynes Concrete Contractor, Inc., seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger and O'Connor. Nays: Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board awards the Installation of Concrete Sidewalk Bid to Hynes Concrete Contractor, Inc. as the lowest responsible bidder for \$50.00 per linear foot for Option A, \$39.00 per linear foot for Option B, and \$280 per square foot for detectable warning installation; and be it further

RESOLVED, that the Town Supervisor is authorized to execute the contract.

Minutes of the Town Board for March 6, 2018

PERSONNEL MATTERS

PUBLIC COMMENT

Supervisor Smith asked for public comments on Agenda items under the heading "Personnel Matters." There were none.

HIRING RECOMMENDATIONS APPROVED

A Resolution to approve the proposed hiring and salary adjustment recommendation was offered Councilman O'Connor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board approve the following persons as a new hires:

Name	Department	Position	Rate	Effective Date of Hire
Marissa Polizzi	Recreation	Rec Asst	\$10.40	02/28/2018
Carrie Halstead	Recreation	Rec Asst	\$12.55	02/28/2018

RESOLVED, that the Town Board approve a salary adjustment for the following employee pursuant to added responsibilities taken on for the Parks and Recreation Advisory Board:

Name	Department	Old Rate	New Rate	Effective:
Julie Donnelly	Recreation	\$17.60	\$18.77	03/05/2018

Note: Following a brief discussion and inquiry, it was noted that future hiring recommendations will indicate whether the new hires are for full time or part-time employment.

TRAINING REQUEST APPROVED

A Resolution to approve Cheryl Fleming from Personnel, to attend the PERMA Annual Conference was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that Town Board approves Cheryl Fleming to attend the free PERMA Conference on May 23-25, 2018 at the Sagamore Hotel and Resort in Lake George, NY.

PUBLIC COMMENT

Supervisor Smith asked for public comments on Agenda items under the heading "Recreational Matters." There were none.

2018 TEMPORARY ACCESS PERMITS FOR COMMUNITY FESTIVALS APPROVED

A Resolution to approve the temporary access permits for properties along Schoen Place and South Main Street was offered by Councilman O'Connor, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Smith, Beckford, Munzinger, O'Connor and Townsend. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the Town Supervisor to sign temporary access licenses for the Pittsford community festivals as follows:

Festival	Location	Time
Paddle and Pour	Schoen Place	Noon – 10pm

Minutes of the Town Board for March 6, 2018

Food Truck and Music Fest

South Main Street

Noon – 9pm

PUBLIC COMMENTS

Resident Kendra Evans, inquired about the date of the ceremony commemorating the tree in Copper Beech Park and whether the Town would be proposing a gaming law. Nicholas Wilt thanked the Supervisor for his work to have bike lanes included on East Avenue. Resident Michael Slade discussed broadcasting techniques for municipal meetings.

As there was no further business, the Supervisor adjourned the meeting at 7:40 P.M.

Respectfully submitted,

Linda M. Dillon
Town Clerk

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