

Minutes of the Town Board for December 17, 2019

**TOWN OF PITTSFORD  
TOWN BOARD  
DECEMBER 17, 2019**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, December 17, 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:** None.

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

**ATTENDANCE:** There were thirty-one (31) members of the public in attendance. There were also three (3) additional staff members and an interpreter present.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and invited Councilman O'Connor to lead in the Pledge to the Flag. The Town Clerk noted all members present.

**PUBLIC HEARING – LOCAL LAW NO. 4 OF 2019: SECOND EXTENSION OF TEMPORARY MORATORIUM ON SUBDIVISION OF REAL PROPERTY IN THE RRSP ZONING DISTRICT AND EXTENDED RRSP ZONE**

Supervisor Smith opened the Public Hearing on the proposed Local Law No. 4 of 2019, which is being proposed to extend the Temporary Moratorium, for the second time, on subdivision of real property in the RRSP Zoning District and extended RRSP Zone.

No comments were offered by the public. Supervisor Smith then closed the Public Hearing on this matter.

Councilwoman Townsend inquired whether a clear plan has been developed, as previously discussed, for moving forward to amend zoning within this next extended moratorium period to meet the intent of the Town's recently updated Comprehensive Plan. Supervisor Smith confirmed that a clear plan is currently being developed as discussed.

**LOCAL LAW NO. 4 OF 2019: SECOND EXTENSION OF TEMPORARY MORATORIUM ON SUBDIVISION OF REAL PROPERTY IN THE RRSP ZONING DISTRICT AND EXTENDED RRSP ZONE ADOPTED**

A Resolution to approve Local Law No. 4 of 2019 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 following Resolution was declared carried as follows:

WHEREAS, true and correct copies of proposed Local Law No. 4 of 2019: Second Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the Extended RRSP Zone, were placed upon the desks of all members of the Town Board of the Town Board, New York, more than seven (7) calendar days, exclusive of Sunday, prior to the 17th day of December, 2019; and

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for

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publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to §40(6) of the Town Law, a notice of public hearing to the effect that the Town Board would hold a public hearing on the 17th day of December, 2019, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on said Local Law No. 4 of 2019; and

WHEREAS, the said public hearing was duly held on the 17th day of December, 2019, at 6:00 P.M., Local Time, at the Town Hall, Pittsford, New York, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of said Local Law No. 4 of 2019; and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of said Local Law No. 4 of 2019; and

WHEREAS, the within matter is a Type II action, pursuant to 6 NYCRR §617.5 (c)(36) and, accordingly, is not subject to further review under SEQRA; and

WHEREAS, it was the decision of the Town Board that said Local Law No. 4 of 2019 should be adopted.

NOW, on a motion duly made and seconded, it was

**RESOLVED**, that Local Law No. 4 of 2019: Second Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the RRSP Extended Zone, be adopted by the Town Board of the Town of Pittsford, New York, to read as annexed hereto; and it was further

**RESOLVED**, that within twenty (20) days subsequent to the 17th day of December, 2019, there shall be filed with the Secretary of State one certified copy of said Local Law No. 4 of 2019.

*The following is a copy of Local Law No. 4 of 2019 as approved and filed with the Secretary of State:*

**BE IT ENACTED BY THE  
TOWN BOARD OF THE  
TOWN OF PITTSFORD  
NEW YORK  
AS FOLLOWS:**

**LOCAL LAW NO. 4 OF 2019:  
SECOND EXTENSION OF TEMPORARY MORATORIUM  
ON THE SUBDIVISION OF REAL PROPERTY  
IN THE RRSP ZONING DISTRICT  
AND THE EXTENDED RRSP ZONE**

Sec. 1            Title

This law shall be known as “Local Law No. 4 of 2019: Second Extension of Temporary Moratorium on the Subdivision of Real Property in the RRSP Zoning District and the Extended RRSP Zone.”

Sec. 2            Findings

The Town Board finds as follows:

(a) Under Town Law § 272-a, all town land use regulations must be in accordance with a comprehensive plan. A comprehensive plan envisions broad ideas, sets goals derived from those ideas, establishes policies derived from the goals, and lists actions to achieve the goals and fulfill the policies. The Town’s first goal is to protect community character; that is, to maintain and enhance Pittsford’s physical character and quality of life by managing future growth and development and protecting existing resources. With regard to residential development, the Town has several policies, which include the assurance that new residential

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development contributes to Pittsford's character through complementary design standards and that open space is configured into large areas that are usable for passive recreation and preservation of viable agriculture.

(b) Among the specific actions to achieve the goals and fulfill the policies is the action to evaluate zoning in the areas (a) between the Water Authority property at the reservoir and the Thruway, bordered by Mendon Center Road and West Bloomfield Road; and (b) west of Mendon Center Road, the area south of the Autumn Woods development, between Autumn Woods and the Thruway (items a and b, collectively, the "Extended RRSP Zone"), and to evaluate extending the RRSP zoning district, or comparable districts, to other locations in the Town consistent with the Future Land Use Plan. Another action is for the Town Board to consider a moratorium on development in the RRSP Zoning District and the Extended RRSP Zone until Town Zoning Code modifications can be addressed. These actions are set forth in the Town's Comprehensive Plan Update, adopted October 1, 2019, at page 36.

(c) The completion of the update to the Comprehensive Plan now provides the Town Board with the framework to analyze and enact appropriate modifications to the Town's Zoning Code, which will address and regulate future development in the RRSP Zoning District and the Extended RRSP zone.

(d) The previously-enacted, first extension of the temporary moratorium on the subdivision of real property in the RRSP Zoning District and the Extended RRSP zone, pursuant to Local Law No. 2 of 2019, is set to expire on December 23, 2019.

(e) A second extension of the aforesaid temporary moratorium on the subdivision of real property in the RRSP Zoning District and the Extended RRSP zone is necessary in order for the Town to consider appropriate amendments to the Town's Zoning Code.

### Sec. 3      Purpose and Intent

(a) It is the purpose of this law to promote the goals, policies, and actions identified above for a reasonable period of time in order to effectuate solutions and in order to promote the health, safety and welfare of the citizens of the Town of Pittsford.

(b) It is the further purpose of this law to enable the Town of Pittsford to stop the subdivision of land in the RRSP Zoning District and the Extended RRSP Zone within the Town for a reasonable time pending the adoption of laws, as necessary, to effectuate revisions to the Zoning Code of the Town, to be in accordance with the Town's adopted Comprehensive Plan Update, as well as to adopt any other laws of the Town necessary to carry out this purpose, and pending the necessary SEQRA process to evaluate this action.

(c) It is the further purpose of this law to fulfill the Town's constitutional, statutory and legal obligations to protect and preserve the public health, welfare, and safety of the citizens of the Town, and, in particular, to protect the value, use and enjoyment of property in the Town, to prohibit the filing of certain new applications for the subdivision of real property and thus defer official governmental action permitting the subdivision of certain real property until the Town Board has instituted and completed proceedings on possible recommendations for adoption of amendments to the text of the Zoning Code of the Town and other laws of the Town.

(d) It is the further purpose of this law to supersede those provisions of §276 of New York Town Law and of the Town Code relating to period of time in which the Planning Board must render a decision on an application for subdivision approval for the period of this temporary moratorium, or any extension thereto.

(e) It is the further purpose of this law to supersede those provisions of §267 of New York Town Law, and of the Town Code relating to the procedures for the hearing of variance requests from this Second Extension of Temporary Moratorium Law. As stated below, it is the intent of the Town Board to hear requests for variance from this Second Extension of Temporary Moratorium Law, rather than the Town's Zoning Board of Appeals.

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### Sec. 4      Imposition of Moratorium

(a) For a period of one hundred eighty (180) days from and after the adoption date of this law and its effective date, no application for the subdivision of real property within the RRSP Zoning District and the Extended RRSP Zone hereinabove described may be filed, accepted or processed, except as provided in paragraph (b) below and Section 5 of this law. For the purpose of this law, an application for the subdivision of real property shall be deemed to mean any request for official action by the Town Board or Planning Board which request and approval would in any way commence or continue the process whereby land is or may be subdivided.

(b) The imposition of this law shall not affect the processing of applications for the subdivision of real property for which concept, preliminary or final subdivision approval has been granted by the Planning Board prior to the effective date of this law.

### Sec. 5      Alleviation of Hardship

(a) The Town Board may authorize exceptions to the moratorium imposed by this law when it finds, based upon evidence presented to it, that deferral of action on an application for the subdivision of real property and the deferral of approval of the application for the duration of the moratorium would impose an extraordinary hardship on a landowner or developer.

(b) A request for an exception based upon extraordinary hardship shall be filed with the Town Supervisor or his designee, including a fee of fifty dollars (\$50.00) to cover processing and advertising costs, by the landowner, or the developer with the consent of the landowner. Such request shall provide a recitation of the specific facts that are alleged to support the claim of extraordinary hardship, and shall contain such other information as the Town Supervisor or his designee shall prescribe as necessary for the Town Board to be fully informed with respect to the application.

(c) A public hearing on any request for an exception for extraordinary hardship shall be set by the Town Board at the first regular meeting of the Town Board that occurs ten (10) days after the request for exception is received by the Town.

(d) In reviewing an application for an exception based upon a claim of extraordinary hardship, the Town Board shall consider the following criteria:

- (1) The extent to which the applicant has prior to the effective date of this law received any permits or approvals for the proposed subdivision.
- (2) The extent to which the proposed subdivision would cause significant environmental degradation, adversely impact adjacent areas, or adversely impact the land uses appropriate to the property.
- (3) Whether the applicant, prior to the effective date of this law, has incurred financial obligations to a lending institution, which, despite a thorough review of alternative solutions, the applicant cannot meet unless the subdivision proceeds
- (4) Whether the moratorium will expose the applicant to substantial monetary liability to third persons; or would leave the applicant completely unable, after a thorough review of alternative solutions, to earn a reasonable return on the property.
- (5) The extent to which actions of the applicant were undertaken in good faith belief that the proposed subdivision would not lead to significant environmental degradation, undue adverse impacts on adjacent areas, or adversely impact the land uses appropriate to the property.

(e) At the conclusion of the public hearing and after reviewing the evidence and testimony placed before it, the Town Board shall act upon the request to approve, deny or approve in part and deny in part the request made by the applicant.

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### Sec. 6      Validity

If any section, sentence, clause or phrase of this law is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this law.

### Sec. 7      Effective Date

This Local Law shall become effective upon its adoption and upon its filing with the New York Secretary of State.

## **MINUTES**

### **PUBLIC COMMENTS**

No one offered comments regarding the Minutes of the December 4, 2019 Town Board meeting.

### **MINUTES OF THE DECEMBER 4, 2019 MINUTES APPROVED**

A Resolution to approve the Meeting Minutes of the December 4, 2019 meeting 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 the Meeting Minutes of December 4, 2019 Town Board meeting is approved as written.

## **LEGAL MATTERS**

### **PUBLIC COMMENTS**

No comments were offered regarding Legal Matters.

There was some brief discussion, clarification and explanation of the proposed Agreements as follows:

- Attorney Koegel clarified for Supervisor Smith the process and procedure for dogs that are not claimed after 7 – 12 days at the Pittsford Animal Hospital – noting that some may be adopted before even having to be sent to Lollipop Farm, but, in most cases are picked up by the owners within a day or two;
- Supervisor Smith confirmed for Councilman O'Connor that Elderberry Express is doing well and that they continue to submit copies of expense statements to the Town;
- Commissioner Schenkel explained the Town/Village Equipment sharing program that has been practiced since the early 2000's, and has been very successful, with no real concerns, including no liability concerns;
- Engineering Services: The Town typically approves three (3) consulting contracts with MRB Group, SWBR and TYLin. Attorney Koegel indicated that the Town, although requesting their updated fee schedules in mid-November, has not received this document yet from TYLin, but expects it soon. Therefore, only the MRB Group and SWBR contracts are being proposed for approval tonight. The TYLin contract will be considered at a later date. Commissioner Schenkel confirmed that these engineering services are utilized for both residential and non-residential reviews and that the Town finds having all three (3) under contract is beneficial, given availability at times, as well as possible conflict of interest in some cases. He also confirmed that in most cases the billed amounts are charged back to the homeowner or developer. However, the Town does utilize the engineering services for some of the Town projects as well.

Councilman Beckford indicated that he would like to Recuse/Abstain for the consideration of the SWBR contract approval, as he may be considered to have a personal financial benefit, having a family member being employed by this company. The consideration of the Agreements followed the discussion.

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### **PITTSFORD ANIMAL HOSPITAL AGREEMENT APPROVED**

A Resolution to approve the annual agreement with Pittsford Animal Hospital for dogs and cats that periodically are held at their facilities was offered by Deputy Supervisor Munzinger, 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 Supervisor be authorized to execute the proposed agreement with the Animal Hospital of Pittsford for boarding and veterinary services involving stray animals.

### **PITTSFORD YOUTH SERVICES AGREEMENT APPROVED**

A Resolution to approve the annual Pittsford Youth Services Agreement was offered by Deputy Supervisor Munzinger, 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 Supervisor be authorized to enter into and sign the proposed Agreement with Pittsford Youth Services for calendar year 2020.

### **ELDERBERRY EXPRESS AGREEMENT APPROVED**

A Resolution to approve the annual Elderberry Express Agreement was offered by Councilman O'Connor, 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 Supervisor be authorized to enter into and sign the proposed 2020 Agreement with Elderberry Express.

### **INTERMUNICIPAL COOPERATION AGREEMENT WITH VILLAGE OF PITTSFORD EQUIPMENT AND PERSONNEL SHARING APPROVED**

A Resolution to approve the Intermunicipal Cooperation Agreement with the Village of Pittsford for the sharing of equipment and personnel on a borrower and lender basis, with no charges from one to the other 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 Town Board authorizes the Town Supervisor to enter into and sign the proposed Intermunicipal Cooperation Agreement with the Village of Pittsford.

### **CONSULTING AGREEMENT WITH SWBR APPROVED**

A Resolution to approve the proposed Agreement for Code Compliance Services with SWBR was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Abstain: Beckford. Nays: None.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board approves the proposed 2020 Agreement for Code Compliance Services with SWBR and authorizes the Town Supervisor to sign the Agreement.

### **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 Councilwoman Townsend, seconded by Deputy Supervisor

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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 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 for the year 2020.

### **DEDICATION OF BRIDLERIDGE FARMS OPEN SPACE "B" (CLOVER STREET, RED BARN) ACCEPTED (A PORTION OF TAX ACCOUNT Nos. 191.01-1-19 and 191.01-1-18)**

Following a brief description and overview of the proposed acceptance and dedication of Bridleridge Farms Open Space "B" given to the Board by Town Attorney Koegel, a Resolution to accept the dedication was offered by Councilwoman Townsend, 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:

WHEREAS, Bridleridge Farms, LLC., by "Offer of Dedication of Public Land", dated December 6, 2019, has offered to dedicate one (1) parcel of land in the Town of Pittsford, Monroe County, New York, consisting of approximately 10.285 acres, as shown on a drawing prepared by BME Associates entitled, "Bridleridge Farms, Section 1, Subdivision Plat," last revised July 11, 2018, and such Offer has been presented to the Town Board of the Town of Pittsford, and it appearing therefrom to the satisfaction of the Town Board that the lands so offered for dedication have been and are properly surveyed and mapped and should be accepted as Lands of said Town, and that all claims for damage have been properly released; and

WHEREAS, Bridleridge Farms, LLC has executed an Agreement with the Town to undertake and complete, to the Town's sole satisfaction, the demolition of certain outbuildings on the dedication parcel and the restoration of a red barn and its adjacent lawn area at 3571 Clover Street no later than June 20, 2020.

NOW, on Motion duly made and seconded, it was

**RESOLVED**, that the Town Board of the Town of Pittsford does hereby consent that the aforesaid land, located in the Town of Pittsford, Monroe County, New York, and as more particularly described as set forth on "Schedule A" of the Offer, be accepted in dedication as open space; and be it further

**RESOLVED**, that any taxes that are currently due or will become due on said parcels of land, as a result of the assessment roll in effect at the time of this acceptance, shall be the responsibility of the grantor dedicating the parcel of land to the Town; and be it further

**RESOLVED**, that the Supervisor is authorized to execute the Agreement obligating Bridleridge Farms, LLC to undertake and complete, to the Town's sole satisfaction, the demolition of certain outbuildings on the dedication parcel and the restoration of the red barn and its adjacent lawn area at 3571 Clover Street in accordance with the terms of the Agreement.

### **FINANCIAL MATTERS**

#### **PUBLIC COMMENTS**

No comments regarding Financial Matters were offered.

### **GENERAL RESERVE APPROPRIATION APPROVED**

Finance Director Greg Duane reviewed the proposed General Reserve appropriation for 2020, explaining the need to use these funds to offset capital costs of various equipment purchases and building improvements. Following some brief discussion, a Resolution to approve the appropriation of \$450,000.00 from the General Reserve Fund and transferred to the General Fund to offset the cost of capital purchases scheduled for the FY2020 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.

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The Resolution was declared carried as follows:

**RESOLVED**, that \$450,000.00 be appropriated from the General Reserve Fund and transferred to the General Fund to offset the cost of capital purchases scheduled for the FY2020; and be it further

**RESOLVED**, that this Resolution is subject to Permissive Referendum.

### **SURPLUS INVENTORY APPROVED**

A Resolution to approve the list of Surplus Inventory submitted as recommended was offered by Deputy Supervisor Munzinger, 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 following list of Surplus Inventory was approved to be removed from Town's inventory:

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
12387	2002	AED Defibillator	Rec	\$1,873.20	Trade-in
13951	2003	AED Defibillator	Parks	\$1,896.60	Trade-in
13952	2003	AED Defibillator	Sewer	\$1,896.60	Trade-in
13953	2003	AED Defibillator	Court	\$1,896.60	Trade-in
13954	2003	AED Defibillator	Library	\$1,896.60	Trade-in
13955	2003	AED Defibillator	Hwy	\$1,896.60	Trade-in
13956	2003	AED Defibillator	Hwy	\$1,896.60	Trade-in
13957	2003	AED Defibillator	DPW	\$1,896.60	Trade-in
13958	2003	AED Defibillator	Town Clerk	\$1,896.60	Trade-in
13959	2003	AED Defibillator	Bldg Maint	\$1,896.60	Trade-in
14032	2004	AED Defibillator	Seniors	\$1,614.50	Trade-in
14033	2005	AED Defibillator	Rec	\$1,599.00	Trade-in
				<b>\$22,156.10</b>	

### **BUDGET TRANSFERS AND AMENDMENT APPROVED**

A motion to approve the proposed Budget Transfer and Amendment 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:

**BE IT RESOLVED**,

- That \$ 10,421.00 be transferred from 1.1990.4000.1.1 (WT Contingency – Expense) to 1.5182.4202.1.4 (Street Lighting – Gas & Electric) to pay for the unexpired life of street lights being changed out to LED street lights.
- That \$ 200.00 be transferred from 1.1230.1000.1.1 (community Services – Salaries) to 1.1420.1000.1.1 (Town Attorney – Salaries) to cover salaries for FY2019.
- That \$ 30,696.00 be transferred from 1.1989.2001.3.1 (WT – Computer Replacement Schedule) and \$ 11,022.00 be transferred from 1.1989.2002.1.1 (WT – Office Equipment Replacement Schedule) to 1.9950.9000.1.1 (WT – Transfer to Capital) and these funds then be transferred to the Whole Town Office Equipment Capital Reserve.
- That \$ 34,000.00 be transferred from 1.1990.4000.1.1 (WT Contingency – Expense) to 1.2620.1000.1.2620 (Bldg. Maintenance – Salaries) to cover salaries for FY2019.



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- That \$ 6,124.00 be transferred from 1.1989.2025.2.7 (WT Parks – Equipment Schedule) and \$1,494.00 be transferred from 1.1989.2029.1.1 (WT Admin – Equipment Schedule) to 1.9950.9000.1.1 (WT – Transfer to Capital) and these funds then be transferred to the Whole Town Equipment Capital Reserve.
- That \$ 1,500.00 be transferred from 2.1990.4000.1.1 (PT contingency – Expense) to 2.3620.1000.18.1 (Code Enforcement – Salaries) to cover salaries for FY2019.
- That \$ 2,000.00 be transferred from 2.1990.4000.1.1 (PT contingency – Expense) to 2.9030.8000.1.1 (PT – Social Security) to cover salaries for FY2019.
- That \$ 671.00 be transferred from 2.1989.2001.5.1 (PT – Computer Replacement Schedule) to 2.9950.9000.1.1 (PT – Transfer to Capital) and these funds then be transferred to the Part Town Office Equipment Capital Reserve.
- That \$ 1,997.00 be transferred from 2.1989.2029.1.1 (PT Admin – Equipment Schedule) to 2.9950.9000.1.1 (PT – Transfer to Capital) and these funds then be transferred to the Part Town Equipment Capital Reserve.
- That \$ 23,000.00 be transferred from 4.9060.8000.50.4 (WT Hwy – Hospitalization) and \$ 12,000.00 from 4.9010.8000.50.4 (WT Hwy – Retirement) to 4.5142.4119.50.4 (WT Hwy – Salt) to purchase road salt.
- That \$ 525.00 be transferred from 6.1989.2001.5.6 (PSD – Computer Replacement Schedule) and \$ 500.00 be transferred from 6.1989.2002.1.6 (PSD – Office Equipment Replacement Schedule) to 6.9950.9000.1.6 (PSD – Transfer to Capital) and these funds then be transferred to the Sewer Office Equipment Capital Reserve.
- That \$ 280.00 be transferred from 6.1989.2029.2.6 (PSD Admin – Equipment Schedule) to 6.9950.9000.1.6 (PSD – Transfer to Capital) and these funds then be transferred to the Sewer Equipment Capital Reserve.

And, be it further

**RESOLVED**, that the following Budget Amendment is approved:

- That line item 3.7410.4000.25.3 (Library – Program Expense) be increased by \$1,400.00. The source of these funds will be a grant from the Monroe County Library System.

### **DECEMBER VOUCHERS APPROVED**

A Resolution to approve the December 2019 vouchers was moved by Deputy Supervisor Munzinger, seconded by Councilman Beckford, 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 December 2019 vouchers No. 144830 – 145303 for a total amount of \$633,317.86 are approved for payment.

### **OPERATIONAL MATTERS**

#### **PUBLIC COMMENTS**

No public comments were offered.

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**COOPERATIVE AGREEMENT WITH THE PITTSFORD FIRE DISTRICT AMENDMENT APPROVED**

Following a brief explanation of the proposed on-going Agreement with the Pittsford Fire District by Commissioner Schenkel, it was noted that an Amendment was necessary to the original submitted Agreement, on Page 1, No. 4, under Term. The term of this Agreement should be until December 31, 2024 (not 2025, as written).

Thereafter a Resolution to Amend the Agreement 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 Cooperative Agreement with the Pittsford Fire District be amended, on Page 1, No. 4, under Term, to read as follows:

**Term**

*4. The term of this agreement shall continue from execution to December 31, 2024, unless terminated by either party as set forth in Paragraph 5.*

Town Board authorizes the Town Supervisor to execute the proposed Intermunicipal Cooperative Agreement with the Pittsford Fire District.

**COOPERATIVE AGREEMENT WITH THE PITTSFORD FIRE DISTRICT APPROVED AS AMENDED**

Thereafter, a Resolution to approve the Amended Cooperative Agreement with the Pittsford Fire District 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 the Town Board authorizes the Town Supervisor to execute the proposed Intermunicipal Cooperative Agreement with the Pittsford Fire District.

**SEQRA FOR ERIE CANAL PARK AND PRESERVE APPROVED**

Commissioner Schenkel reviewed the proposed SEQRA approval for the Erie Canal Park and Preserve, noting that there are no significant environmental concerns that were found. Following some brief discussion regarding this, a Resolution to approve the SEQRA for the Erie Canal Park and Preserve was offered by Deputy Supervisor Munzinger, second 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:

WHEREAS, the Town Board has proposed to construct a shared-use trail that connects the adjacent Auburn Trail with the Erie Canal Trail and reconstruct a salvaged historic barn on Town-owned land within the Village of Pittsford, to be known as the Erie Canal Park and Preserve; and

WHEREAS, the Town Board has determined that the action proposed herein is an "Unlisted Action" under the State Environmental Quality Review Act (SEQRA) which will be undertaken by the Town Board; and

WHEREAS, the Town Board determines that said Action is also subject to review and approval by other involved agencies under SEQRA regulations published at 6 NYCRR Part 617; and

WHEREAS, more than 30 calendar days have elapsed since all involved agencies received notice of the Town Board's intent to act as lead agency for the coordinated review of this Unlisted Action under SEQRA and were forwarded a copy of the completed SEQRA Short Environmental Assessment Form (EAF) Part 1 for the proposed project; and no such involved agency has made objection thereto; and

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WHEREAS, a Short Part 1 and Part 2 EAF has been prepared for the proposed project and has been carefully reviewed by the Town Board and is attached hereto; and

WHEREAS, the completed Short EAF does not identify any significant adverse environmental impacts associated with the proposal.

NOW, THEREFORE, be it

**RESOLVED**, that the Town Board does hereby declare its intent to be designated as the lead agency for this Action; and be it further

**RESOLVED**, the Pittsford Town Board, following due deliberation and consideration, finds that the proposed project within the Erie Canal Park and Preserve will have no significant adverse impact on the environment; and, accordingly, issues a Negative Declaration of Environmental Significance.

### **BID DATE SET FOR ERIE CANAL PARK AND PRESERVE BARN RECONSTRUCTION**

Commissioner Paul Schenkel reviewed the process that is continuing for the planning and permitting for the proposed Erie Canal Park and Preserve. He referred to the consultant's timeline, submitted with the proposed recommendation to set a bid date for the Barn Reconstruction with the Board.

Some discussion ensued regarding the bid process and getting the word out for companies who may be interested in bidding on this project. Following some brief discussion, a Resolution to Set a bid date for the Erie Canal Park and Preserve Barn Reconstruction was offered by Councilman O'Connor, 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 set a bid opening date for the Erie Canal Park and Preserve Barn Reconstruction for February 25, 2020 at 11:00 a.m. in the Department of Public Works.

### **OTHER BUSINESS**

No other business was discussed.

### **PUBLIC COMMENTS**

No members of the public offered comments.

### **PROCLAMATION TO OUTGOING COUNCILMAN MATTHEW O'CONNOR**

Supervisor Smith presented the following Proclamation to Councilman O'Connor, thanking him for his eight years of service on the Pittsford Town Board and wishing him well in his retirement from the board. Councilman O'Connor thanked the Town Board, and the residents of Pittsford, for the opportunity to serve in this capacity for the past eight (8) years. Councilman O'Connor was given a standing ovation.

### **A Resolution of Commendation**

honoring  
Matthew J. O'Connor

**Whereas**, it is the wish of the Town Board to acknowledge the contributions and commitment of our colleague **Matthew J. O'Connor**, who has served the Town of Pittsford as a trusted member of the Pittsford Town Board since 2012; and

**Whereas**, a 25-year resident of Pittsford, with great care **Matthew J. O'Connor** has meaningfully contributed to the quality of life in our community, both through his service as a dedicated, knowledgeable and accessible elected

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official and as a committed community advocate, serving as a highly active Pittsford Rotarian and past Rotary Club president, and as an engaged board member for the Pittsford Chamber of Commerce, Saint's Place, and RESOLVE of Greater Rochester, and, with his family, has been a generous supporter of the Pittsford Food Cupboard, among other activities; and

*Whereas*, recognized as a Rotary Paul Harris Fellow, **Matthew J. O'Connor** facilitated a collaboration between Town staff and the Pittsford Rotary Club to create and fund the first-ever Community Garden in Pittsford, underwriting a District grant and obtaining Club funds to furnish materials for the popular garden located at Thornell Farm Park; he has served on the Town-Village-School District Collaborative Leadership Team and over his eight years in office has lent his knowledge and insight as Town Board liaison to each of the Town's volunteer boards and to the Library Board of Trustees; and

*Whereas*, **Matthew J. O'Connor** has provided wise and valuable leadership to many Town achievements made during his tenure as Town Councilman, most notably and significantly serving as Board lead for the Town's sustainability initiatives; as such he led the Town to achieving Clean Energy Community designation by the State in 2017, obtained grants to fund the Town's first two electric vehicle charging stations and its first rooftop solar array, to be installed at King's Bend Park, spearheaded a collaboration with RG&E to replace 100+ existing streetlights with energy and cost saving LED lights, and initiated a grant-funded energy assessment of Town buildings in a first of its kind collaboration with the Rochester Institute of Technology Pollution Prevention Institute. These efforts, among others, will have a lasting and truly beneficial influence on our Town and its citizens.

*Now, Therefore Be It Resolved* that the Pittsford Town Board recognizes **Matthew J. O'Connor's** exemplary service to the community as a truly dedicated Town official; and

*Further Resolved*, that now, as he nears the completion of his service on the Pittsford Town Board, with utmost regard and appreciation, the Pittsford Town Board thanks **Matthew J. O'Connor** for his deep, unwavering and intensely personal commitment to the success of our community and his heartfelt affection for the Town of Pittsford and residents, and honors the lasting impact his contributions will have on our community.

This resolution was adopted by the order of the Town Board on December 17, 2019.

### **ADJOURNMENT**

As there was no further business, the Supervisor adjourned the meeting at 6:35 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk