

Minutes of the Town Board for January 18, 2022

**TOWN OF PITTSFORD
TOWN BOARD
JANUARY 18, 2022**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, January 18, 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 J. Schenkel, Commissioner of Public Works; Brian Luke, Finance Director; Robert Koegel, Town Attorney; Renee McQuillen, Town Clerk; Cheri Fleming, Personnel Director; Jessie Hollenbeck, Recreation Director, Shelley O'Brien, Communications Director; Suzanne Reddick, Assistant to the Supervisor; Spencer Bernard, Chief of Staff.

ATTENDANCE: Two 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 Supervisor thanked all of our DPW staff for their superb job in clearing the snow in recent days.
2. The next Zoning Update meeting will take place Wednesday, February 9 at 3 pm. The meeting will be live streamed.
3. Supervisor Smith had the opportunity to meet with Carl A. Taylor, President and CEO of RG&E last week. They discussed the Town's concerns and Mr. Taylor spoke in detail about RG&E's plan to upgrade infrastructure to help remediate the problem of frequent power outages. Mr. Taylor's office will provide an outline of the steps discussed.
4. The Supervisor noted the Town's many events recognizing Martin Luther King, Jr. Day. The full schedule is available on the Town's website.

PROCLAMATION FOR MARTIN LUTHER KING, JR. DAY

Each board member read a paragraph of the proclamation below.

Whereas, Dr. Martin Luther King, Jr. was an unwavering champion for justice and understanding, whose activism shined the light on injustice and illuminated our common humanity; and

Whereas, Dr. King's commitment to the ideals upon which America was founded – among them liberty, equality, and opportunity for all – reflect a true and enduring patriotism that changed the course of our country's history and to this day inspires our continued efforts to bring to life his dream that our citizens and residents "will be judged not by the color of their skin but by the content of their character;" and

Whereas, each of us should contribute to making our community better by working to assure equal opportunity for all citizens, and as Martin Luther King, Jr. Day is the only federal holiday commemorated as a national day of service, it offers an opportunity for us to give back to our community on the holiday and make an ongoing commitment to service throughout the year;

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Now, Therefore, Be It Known, on the occasion of the nation's 36th annual celebration of **Martin Luther King, Jr. Day**, that the members of the Town Board of Pittsford recognize Dr. King's legacy of justice, non-violence, equal opportunity and brotherhood, and those aspects of our lives and experience that unite, rather than divide; and proclaim the enduring relevancy of that legacy for our nation and our community; and

Be it Further Known, that it is with appreciation and a commitment to Dr. King's ideals that the members of the Pittsford Town Board ask our fellow residents to join us in remembering and honoring the life, work and legacy of **Rev. Dr. Martin Luther King, Jr.**, on the national holiday in his honor, **January 18, 2021** and every day.

MINUTES OF THE JANUARY 4, 2022 TOWN BOARD MEETING APPROVED

A Resolution to approve the Minutes of the Town Board meetings of January 4, 2022 was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the January 4, 2022 Town Board meetings are approved.

LEGAL MATTERS

There were no public comments.

SET PUBLIC HEARING FOR LOCAL LAW #1 OF 2022: PARTIAL TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE CORP MEMBERS

A Resolution to approving a public hearing be set for February 1, 2022 at 6:00 pm local time, at Pittsford Town Hall to consider proposed Local Law No. 1 of 2022: Amending Chapter 133 of the Code of the Town of Pittsford to Add a Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers, was offered by Councilmember Townsend, seconded by Supervisor Smith, 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 a public hearing be set for February 1, 2022 at 6:00 pm local time, at Pittsford Town Hall to consider proposed Local Law No. 1 of 2022: Amending Chapter 133 of the Code of the Town of Pittsford to Add a Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers, in accordance with the written resolution submitted herewith.

WHEREAS, true and correct copies of proposed Local Law No. 1 of 2022: Amending Chapter 133 of the Code of the Town of Pittsford to Add a Tax Exemption For Volunteer Firefighters and Volunteer Ambulance Workers, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of proposed Local Law No. 1 of 2022, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 1st day of February, 2022, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 1 of 2022.

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 1st day of February, 2022, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of proposed Local Law No. 1 of 2022; and be it further

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RESOLVED, that a Notice of Hearing and a copy of proposed Local Law No. 1 of 2022, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

RESOLVED, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 1 of 2022, or a summary thereof, on the Town website www.townofpittsford.org, and on the bulletin board, maintained by the Town Clerk pursuant to § 30(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

FINANCIAL MATTERS

PUBLIC COMMENTS

There were no public comments.

JANUARY TRANSFERS APPROVED

A Resolution to approve the January transfers 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 following transfers are approved as follows:

That \$6,900.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.1 (Bldg. Capital Improvements – Town Hall) to replace sewage pumps at Town Hall per the 2022 budget.

That \$4,800.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.1 (Bldg. Capital Improvements – Town Hall) to replace starter motor on the Town Hall elevator per the 2022 budget.

That \$4,000.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.3 (Bldg. Capital Improvements – Library) for roller shades at the Library per the 2022 budget.

That \$5,500.00 be transferred from 0001.1990.4000.0001.0001 (WT – Contingency) to 0001.3120.1000.0002.0001 (WT – Crossing Guard Salaries) to fund Monroe Avenue Crossing Guard.

That \$ 9,000.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to the Turf Maintenance Capital Reserve Fund per the contract agreement with Pittsford Central School District.

JANUARY VOUCHERS APPROVED

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

The Resolution was declared carried as follows:

RESOLVED, that the January vouchers No. 154443 - 154631 in the amount of \$679,283.35 are approved for payment.

OPERATIONAL MATTERS

PUBLIC COMMENTS

There were no public comments.

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INTERMUNICIPAL AGREEMENT WITH VILLAGE FOR CROSSING GUARD

Supervisor Smith advised the Board that the Village Trustees had approved the agreement, drafted by Town Attorney Koegel, for employing a crossing guard near the intersection of Sutherland St. and Monroe Ave. to assist school students who mist cross Monroe Avenue at that site. Councilmember Koshykar thanked those who had volunteered at the crossing site pending the hiring of a crossing guard. A Resolution to approve an Agreement with the Village of Pittsford in the form annexed hereto, for employment of a crossing guard on Monroe Avenue near the RTS bus stop between Sutherland Street and Main Street and that the Supervisor is authorized to execute the Agreement on behalf of the Town was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by the members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

RESOLVED, that the Agreement with the Village of Pittsford in the form annexed hereto, for employment of a crossing guard on Monroe Avenue near the RTS bus stop between Sutherland Street and Main Street, be and hereby is approved, and the Supervisor be and hereby is authorized to execute the Agreement on behalf of the Town.

SET BID DATE FOR PARK DISTRICT GROUND MAINTENANCE BID

A Resolution to set the 2022 Park District Grounds Maintenance Bid opening for March 3, 2022 at 11:00 AM at Town Hall was motioned by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by the members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend and Smith. Nays: none.

RESOLVED, that the Town Board sets a bid opening date for 11:00 AM on March 3, 2022, for the Parks District Grounds Maintenance.

HARLADAY HOTS, INC. VENDING PERMIT APPROVED

A Resolution to authorize the issuance of a Food Vending Permit to Harladay Hots, Inc. was offered by Deputy Supervisor Munzinger, 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, that Town Board approves the proposed Food Vending Permit to Harladay Hots, Inc., for a vending unit on the Town owned property, located at 10 North Main Street, from May 1 through October 31, 2022, seven days a week from 10:00 a.m. – 3:00 p.m., and that the Town Supervisor is authorized to issue the Permit.

PERSONNEL MATTERS

PUBLIC COMMENTS

There were no public comments.

HIRING/PERSONNEL ADJUSTMENTS APPROVED

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

The 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
Amanda Poulin	Rec	Recreation Leader – FT	\$20.89	01/24/2022
Carrie Laraby	Assessor	Assessment Clerk	\$20.89	01/24/2022

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Susan Kriger	Rec	Rec Assistant – RPT	\$15.00	01/24/2022
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All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Amanda Poulin	Rec	Recreation Leader – FT	\$20.89	01/24/2022
Carrie Laraby	Assessor	Assessment Clerk	\$20.89	01/24/2022
Susan Kriger	Rec	Rec Assistant – RPT	\$15.00	01/24/2022

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

Name	Position	Reason for Change	Salary	Effective Date
Nedda Howk	Rec – Asst 4	Additional Rate	\$16.75/hr	01/19/2022
Cahal Moulton	Main Mech III	Backflow training certified	\$22.84/hr	01/24/2022

Should the Board approve the above recommendation and personnel adjustment, the following resolution is proposed, RESOLVED, that the Town Board approves the appointment for the following employee(s):

Name	Position	Reason for Change	Salary	Effective Date
Nedda Howk	Rec – Asst 4	Additional Rate	\$16.75/hr	01/19/2022
Cahal Moulton	Main Mech III	Backflow training certified	\$22.84/hr	01/24/2022

OTHER BUSINESS

Councilmember Koshykar asked if Supervisor Smith had discussed with the School Superintendent the issue of some meetings of the Town Board and the School Board being scheduled on the same evenings. Supervisor Smith noted that the next meeting of the Leadership Committee consisting of the School Superintendent, the Village Mayor and the Supervisor is scheduled for next week and that as he indicated at the last Town Board meeting, he would bring it up then.

PUBLIC COMMENTS

There were no public comments.

With no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Renee McQuillen
Town Clerk