



TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, NY 14526-9798

PENFIELD TOWN BOARD MEETING AGENDA

Wednesday June 5, 2013 7:30 PM

Supervisor R. Anthony LaFountain, presiding

-
- I Call to Order - Pledge of Allegiance - Roll Call
 - II Joint Informal Discussion – Town Board and Planning Board Informal Discussion Regarding the Possible Construction of 33 Single Family Attached Homes and two Apartment Buildings with a total of 36 Units on 32.67 +/- Acres.
 - III Public Hearing – To Allow the Sale of Concessions on Irondequoit Bay based from 1350 Empire Blvd., located in the LaSalle's Landing Development (LLD) Zoning District
 - IV Communications and Announcements
 - V Public Participation
 - VI Additions and Deletions to Agenda
 - VII Approval of Minutes – May 1, 2013
 - VIII Petitions
 - IX Resolutions by Function
 - Law and Finance
 - 13T-130 Authorization for Insurance Coverage 2013-2014
 - 13T-131 Authorization for Town Board to accept a Monroe County Community Development Block Grant (CDBG) for \$37,250 for Panorama Valley Sidewalk Project and execute an agreement
 - 13T-132 Approval of Issuance of a Conditional Use Permit to Allow Dog Grooming at 1850 Penfield Road
 - 13T-133 Approval of Issuance of a Conditional Use Permit to Allow the Construction of an Outdoor Area at 1785 Penfield Road
 - 13T-134 In the Matter of the Application of VILLAS AT EASTHAMPTON HOMEOWNER'S ASSOCIATION, Tax Certiorari Settlement
 - 13T-135 Authorization for Town Clerk to Attend the 2013 Cornell Municipal Clerk's Institute (CMCI)
 - 13T-136 Authorize Supervisor to sign an Intermunicipal Agreement with Monroe County
 - 13T-137 Authorization for Supervisor to sign an Agreement with NanoArk Corporation for Record Archival Services
 - 13T-138 Authorize Supervisor to sign Insurance Consultant Agreement with Municipal Insurance Consultants Incorporated

13T-139 Authorization for Supervisor to sign an Agreement with Business Automation Services, Inc.

Public Works

13T-140 Approval of Out of District User Status for Property located at 1161 Fairport Nine Mile Point Road

Public Safety

13T-141 Authorization to Post Temporary NO PARKING Signs

Community Services

13T-142 Authorization for Supervisor to Sign Recreation Contracts

- X Old Business**
- XI New Business**
- XII Public Participation**
- XIII Adjournment**

PENFIELD TOWN BOARD RESOLUTION NO. 13T-130 DATE June 5, 2013

BY Andy Moore Law and Finance COMMITTEE

NAME Authorization for Insurance Coverage 2013-2014

Whereas, the Town Board requested that insurance proposals be obtained so that selection could be made for June 1st 2013 to May 31st 2014 insurance year, and

Whereas, the Municipal Insurance Consultants Inc., acting as consultant to the Town has evaluated the three proposals for our insurance coverage's for the 2013-2014 insurance year on our Penfield Property and Liability insurance renewal June 1, 2013, and

Now, Be It Resolved that the insurance quote of \$137,502 from the First Niagara Risk Management Company for coverage with Houston Casualty is approved as they met all the specifications for the Town of Penfield's insurance needs for the 2013-2014 insurance years as follows:

INSURANCE TYPE	INSURANCE CARRIER	AMOUNT
General Liability	Houston Casualty	\$132,268
Property	Houston Casualty	(Included in the Package)
Automobile	Houston Casualty	(Included in the Package)
Contractors	Houston Casualty	(Included in the Package)
Boiler	Houston Casualty	(Included in the Package)
Crime	Houston Casualty	\$ 3,457
OCP (2)	Houston Casualty	\$ 1,018
Umbrella	Houston Casualty	(Included in the Package)
Employment Practices Liability	Houston Casualty	(Included in the Package)
Public Officials	Houston Casualty	(Included in the Package)
NY Fire and Motor Vehicle Fee		<u>\$ 759</u>
		Total \$137,502

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____



TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, NY 14526-9798

PENFIELD TOWN BOARD RESOLUTION NO. 13T-131

DATE June 5, 2013

BY Councilman Moore

Law and Finance COMMITTEE

NAME Authorization for the Town Board to accept a Monroe County CDBG grant for \$37,250 for the Panorama Valley Sidewalk Project and execute an agreement.

WHEREAS, the Town of Penfield is a member of the Monroe County Community Development Block Grant Urban Consortium; and

WHEREAS, the Town of Penfield has entered into a cooperation agreement to participate in the Community Development Program, and comply with the Federal laws and requirements regulating the program; and

WHEREAS, the Town of Penfield, New York, after consultation with the public, has identified an appropriate use of potential Community Development funding in the Town; and

WHEREAS, the Town of Penfield made application to the Monroe County Development Administration for a project that satisfied their determination; and

WHEREAS, the Monroe County Development Administration has awarded a grant for a maximum amount of \$37,250 for the Panorama Valley Sidewalk project in the Town of Penfield; and,

WHEREAS, the Town of Penfield has deemed it in the best interest of the Town of Penfield to accept this grant; and,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Penfield accepts this grant and encourages the implementation of this project; and,

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Town of Penfield Supervisor, R. Anthony LaFountain be and hereby is authorized to execute an Agreement with Monroe County for said project and grant.

Moved: _____

Vote: Kohl _____

Seconded: _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

PENFIELD TOWN BOARD RESOLUTION NO. 13T-132

DATE June 5, 2013

BY Councilman Moore

Law & Finance Committee

NAME Approval of Issuance of a Conditional Use Permit to Allow Dog Grooming at
1850 Penfield Road – 139.06-2-46 – Jaime Bunting & Brooke Child – Hounds of Love
Grooming Salon

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Conditional Use Permit, pursuant to Article III-3-97 of the Code to allow dog grooming at 1850 Penfield Road, located in the Four Corners (FC) zoning district; and

WHEREAS, the Town Board of the said Town of Penfield held a public hearing at the Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on May 15, 2013, at 7:30 PM on said date, to consider the application and hear all persons interested on the question of the issuance of a Conditional Use Permit to allow dog grooming at 1850 Penfield Road, in the Four Corners (FC) zoning district and the public hearing was closed.

NOW, THEREFORE BE IT

RESOLVED, that the applicants' request for a CONDITIONAL USE PERMIT to allow a dog grooming shop at 1850 Penfield Road is hereby GRANTED subject to the following conditions:

1. The applicants shall obtain a CONDITIONAL USE PERMIT from the Town Clerk and pay the appropriate fee.
2. The applicants shall comply with the occupancy requirements that have been established by the Penfield Fire Marshal, in accordance with the International Building Code and obtain all necessary permits.
3. Adequate on-site parking shall be available at all times to accommodate both the existing business (The Enchanted Rose Garden) and the proposed dog grooming shop operating at this location.
4. This operation shall not adversely impact adjacent or nearby property owners in any way, particularly with respect to potential noise impacts associated with barking dogs.

5. The applicants shall comply with the requirements of the Penfield Sign Ordinance and shall obtain a Sign Permit prior to the installation of any signage on the site.
6. The applicants are not proposing to utilize a dumpster to serve their business. In the event that a dumpster is proposed at a future date, the applicants will be required to install an enclosure to screen said dumpster from adjacent property owners.
7. The applicants do not propose to board any dogs in conjunction with this business and no boarding will be permitted in the future without approval from the Town Board.
8. This operation shall comply with all Federal, State, County and Town Codes.
9. Failure to comply with the conditions set forth hereinabove may result in the revocation of this Conditional Use Permit pursuant to the requirements of the Zoning Ordinance.

AND, BE IT FURTHER

RESOLVED, that the applicant's proposal is classified as a Type II action pursuant to the requirements of the State Environmental Quality Review Act (SEQRA).

The Town Board, in granting the Conditional Use Permit, does so based on its following findings:

1. The applicants have worked as dog groomers for a period of time and are proposing to lease the freestanding building behind The Enchanted Rose Garden at 1850 Penfield Road which had previously been leased to the Deliciously Different Catering Company.
2. The proposed dog grooming shop will consist of the two applicants. No more than two staff members will work on the site at any given time and all patrons will be scheduled on an appointment only basis.
3. The business will continue to provide a needed service to the residents of Penfield, particularly those residents living in and in close proximity to the Four Corners Area.
4. The applicants' proposal is consistent with and furthers the goals and objectives the Four Corners zoning district.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

BY Councilman Moore

Law & Finance Committee

NAME Approval of Issuance of a Conditional Use Permit to Allow a the Construction of an Outdoor Dining Area at 1785 Penfield Road – SBL# 139.09-1-16.1 – Chef’s Recipe 0703 LLC

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Conditional Use Permit, pursuant to Article III-3-97 of the Code to allow the construction of an 864 square foot outdoor dining area at 1785 Penfield Road, located in the Four Corners (FC) zoning district; and

WHEREAS, the Town Board of the said Town of Penfield held a public hearing at the Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on May 15, 2013 at 7:30 PM on said date, to consider the application and hear all persons interested on the question of the issuance of a Conditional Use Permit to allow 864 square foot outdoor dining area at 1785 Penfield Road, in the Four Corners (FC) zoning district and the public hearing was closed and decision was reserved.

NOW, THEREFORE, BE IT

RESOLVED, that the applicant’s request for a CONDITIONAL USE PERMIT to allow an 864 square foot outdoor dining area at 1785 Penfield Road is hereby GRANTED subject to the following conditions:

1. The applicant shall obtain a CONDITIONAL USE PERMIT from the Town Clerk and pay the appropriate fee.
2. The applicant proposes to construct a wrap around porch on the north (front) and east side of the building to provide outdoor dining to its patrons. The applicant shall be permitted to construct the proposed outdoor dining area along the front of the restaurant and said area shall not exceed the 22 foot front setback from the right of way of Penfield Road (NYS Route 441). In addition, the applicant shall also be permitted to construct the porch along the east side of the restaurant and shall not exceed a side setback of 15 to the easterly property line.
3. The applicant shall be permitted to have outdoor dining between the hours of 11:00 a.m. and 12:00 a.m. on a daily basis consistent with the permitted hours of operation for the Four Corners zoning district as set forth in Article III-3-102 of the Zoning Ordinance. The restaurant shall be closed to the public at midnight on a nightly basis.

4. The applicant shall comply with the occupancy requirements that have been established by the Penfield Fire Marshal in accordance with the International Building Code and obtain any/all necessary permits from the Building Department, but in no case shall there be more than ten (10) tables with forty (40) seats on the porch at any time.
5. Adequate on-site and off-site parking shall be available at all times to accommodate the applicant's business. At no time shall adjacent property owners or the right of way of Motts Lane be adversely impacted by those patronizing this business.
6. The applicant shall comply with all requirements of the New York State Liquor Authority with respect to serving alcohol in the proposed outdoor dining area.
7. The applicant shall not be permitted to have any type of entertainment to the exterior of the restaurant. The applicant shall only be permitted to have "piped" background music within the restaurant and on the deck. In no case shall the music exceed the boundaries of the property.
8. The applicant will be responsible for constructing a dumpster enclosure on the property that is properly sized to enclose the dumpster, cardboard container and grease container. The location, design and size of said enclosure shall be approved by the Director of Developmental Services. The dumpster enclosure shall be installed in conjunction with the construction of the proposed porch. No Certificate of Compliance shall be issued by the Building Department for said porch until the dumpster, cardboard container and grease container are properly enclosed to the satisfaction of the Building Inspector.
9. The applicant shall be required to landscape all disturbed areas adjacent to the proposed porch to the satisfaction of the Director of Developmental Services.
10. This operation shall comply with all Federal, State, County and Town Codes.
11. Failure to comply with the conditions set forth hereinabove may result in the revocation of this Conditional Use Permit pursuant to the requirements of the Zoning Ordinance.

AND BE IT FURTHER

RESOLVED, that the applicant's proposal is classified as a Type II action pursuant to the requirements of the State Environmental Quality Review Act (SEQRA) and no additional environmental review regarding this proposal is necessary.

The Town Board, in granting the Conditional Use Permit, does so based on its following findings:

1. The applicant has operated a sit-down restaurant from this site for approximately one year.
2. The site was approved for an occupancy of 148 persons, with an additional 32 persons permitted in a proposed 675 square foot outdoor dining area that was originally proposed on the east side of the restaurant. The applicant now proposes to construct an 864 square foot wrap around porch in the area of an original wrap around porch that was removed several decades ago. The applicant also proposes to construct a handicapped ramp on the east side of the building to provide access to the porch. No other access to the porch from the exterior of the building is proposed.
3. The applicant has demonstrated that there are adequate parking facilities on site and along Motts Lane to accommodate this business, and the proposed outdoor dining area which is proposed to be seasonal. The Town Board shall review and approve any intent on the applicant's part to convert the porch into year around dining.
4. The applicant has maintained compliance with all applicable codes and regulations pertaining to the operation of a sit-down restaurant and sale of alcohol in the Town of Penfield.
5. The applicant's proposal is consistent with and furthers the goals and objectives of the Four Corners zoning district in that her business results in the continuation of a business that was a mainstay of the Four Corners for the last 40+ years.
6. The applicant ends dining service at 10:00 p.m. and to closes the business by midnight on a nightly basis. This proposal complies with the permitted hours of operation in the Four Corners zoning district and ensures that this business does not create any adverse impacts to area residents.
7. The applicant does not propose to have any live entertainment on the premises at any time and the Board has required that no live music be permitted on site without it granting a Conditional Use Permit for such entertainment. The applicant proposes the use of "piped" background music both within the restaurant and in the outdoor dining area.

The Board bases its findings to APPROVE this application on the following:

1. An application form dated April 18, 2013.
2. A letter of intent dated April 18, 2013.

3. A plan for the proposed outdoor dining area dated April 18, 2013.
4. Submissions and oral testimony of the applicant at the public hearing on May 15, 2013

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

Penfield Town Board Resolution No. 13T-134

Date: June 5, 2013

BY: Councilman Moore

Law & Finance Committee

NAME: In the Matter of the Application of VILLAS AT EASTHAMPTON HOMEOWNER'S ASSOCIATION, Tax Certiorari Settlement

WHEREAS, In the Matter of the Application of VILLAS AT EASTHAMPTON HOMEOWNER'S ASSOCIATION heretofore commenced proceedings against the Assessor and the Board of Assessment Review and other respondents for a review of the Assessment for the years 2009/2010; for the premises located at 111 Maryview Drive (Tax map number: 094.02-1-19.1) located within the Town of Penfield, and

WHEREAS, after negotiations between the Attorney for the Town and the Attorneys for the Petitioner, a tentative agreement has been reached between parties on the terms of a proposed settlement subject to the approval of the Town Board and to the approval of the Supreme Court of the State of New York, which terms of settlement are set forth in the Stipulation on file in the Office of the Town Assessor, and

WHEREAS, upon due consideration of all facts and circumstances, the Town Board finds that the proposed settlement is fair and reasonable and should be approved.

THEREFORE, BE IT RESOLVED, that the proposed settlement for the Tax Certiorari proceedings brought by In the Matter of the Application of VILLAS AT EASTHAMPTON HOMEOWNER'S ASSOCIATION for the years 2009/2010; be and hereby are approved.

BE IT FURTHER RESOLVED, that the Attorney representing the Town be and hereby is directed to make application to the Supreme Court of the State of New York for approval of such settlement and that upon obtaining such approval, the Assessor of the Town of Penfield be and she hereby is directed to make the necessary adjustments in the Assessment Rolls for the Town of Penfield to reflect the terms of such settlement.

Moved:

Seconded:

Vote:	Kohl	_____
	LaFountain	_____
	Metzler	_____
	Moore	_____
	Quinn	_____

PENFIELD TOWN BOARD RESOLUTION NO. 13T-135 DATE: June 5, 2013

BY: Councilman Moore

Law & Finance COMMITTEE

NAME: Authorization for Town Clerk to Attend the 2013 Cornell Municipal Clerks Institute (CMCI)

WHEREAS, the Cornell Municipal Clerks Institute (CMCI) is a premium educational opportunity provided by a partnership of several professional Clerk Associations; and

WHEREAS, the CMCI program serves to promote the continued education and professional development of Municipal Clerks to enable Clerks to better serve their Boards and Committees and perform as competent professionals; and

WHEREAS, Town Clerk, Amy M. Steklof, RMC applied for a scholarship through the New York State Town Clerk's Association, Inc to further her education while saving tax payer dollars, and

WHEREAS, the Association has found it fit to award a \$400.00 scholarship to Town Clerk Steklof to put towards her educational goals;

NOW, THEREFORE, BE IT

RESOLVED, that Town Clerk Steklof is hereby authorized to attend the Cornell Municipal Clerks Institute from July 14-18, 2013 in Ithaca, New York. The balance of the cost will be allocated from the 2013 departmental conference budget line.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

BY: Councilman Moore

Law and Finance COMMITTEE

NAME Authorization for Supervisor to sign an Agreement with NanoArk Corporation for Record Archival Services

WHEREAS, the Town Clerk is the official keeper of all records and municipal documents, and

WHEREAS, the Town Clerk organizes, maintains and makes available all records to the public under the Freedom of Information Act and knows it is imperative to preserve all vital records, and

WHEREAS, NanoArk Corporation is an industry pioneer in document and archiving technology, and is a sole source manufacturer of Waferfiche Technology, and

WHEREAS, the Town Clerk has determined that NanoArk will significantly change the archival storage industry through use of Waferfiche, an environmentally-friendly silicon technology that is waterproof, fireproof and does not require climate control, and meets the archiving needs for the Town of Penfield.

NOW BE IT RESOLVED, that the Town Board hereby authorizes the Supervisor to sign an agreement with NanoArk Corporation for record archival services subject to the approval of the Town attorney.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

PENFIELD TOWN BOARD RESOLUTION NO. 13T-139

DATE: June 5, 2013

BY Andrew Moore

Law and Finance COMMITTEE

NAME: Authorization for Supervisor to sign an Agreement with Business Automation Services, Inc., (BAS)

WHEREAS, the Town of Penfield Department of Public Works will be participating with Business Automation Services, Inc. (BAS) as a Pilot Site for development of new software applications for Public Works which includes highway, sewer, and engineering; and

WHEREAS, the Town of Penfield has already purchased BAS Integrated Property System Software solutions for the Town Clerk’s Office and will leverage that investment by utilizing and modifying some of the existing functionality to develop and implement new public works software applications; and

WHEREAS, the Department of Public Works Director has determined that BAS Software will improve workflow and productivity within the Public Works and Engineering Departments;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board Authorize the Supervisor to sign an agreement, acceptable to the Town Attorney, with Business Automation Services, Inc., (BAS) for said Pilot Program as outlined in the Public Works Work Plan, (Attachment A), on file in the Office of the Town Clerk; and

BE IT FURTHER RESOLVED, that the Town will pay a total of \$40,000 for this program in four \$10,000 installments as follows: July, 2013, March, 2014, July, 2014 and July, 2015.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

BY : Councilwoman Metzler

Public Works COMMITTEE

NAME: Approval of Out of District User Status for the Property Located at #1161 Fairport Nine Mile Point Road .

WHEREAS; Jim & Carolyn Laudani, owners of property located at #1161 Fairport Nine Mile Point Road, in the Town of Penfield, has requested Out of District User status for their property, in their letter dated May 9, 2013, and

WHEREAS; this parcel is not presently within a sanitary sewer district or extension thereof;

NOW, THEREFORE, BE IT RESOLVED, that an Agreement, as provided in the Town Board's Resolution No. 83 of 1982 be executed between said property owner(s) and the Town of Penfield providing for Out of District User status for the property located at **#1161 Fairport Nine Mile Point Road** , SBL# **095.01-1-58**, and

BE IT FURTHER RESOLVED, that the Town Supervisor be, and hereby is, authorized to execute said Out of District User Agreement with the property owners, on behalf of the Town Board of the Town of Penfield.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

PENFIELD TOWN BOARD RESOLUTION NO. 13T-141

DATE June 5, 2013

BY: Councilman Rob Quinn

Public Safety COMMITTEE

NAME: Authorization to Post Temporary NO PARKING Signs

WHEREAS, it is the Town of Penfield’s responsibility to promote and maintain public safety on roads within the Town of Penfield and.

WHEREAS, Pursuant to New York State Vehicle& Traffic Law, Section 1660, the Town Board is granted the authority to authorize the establishment of traffic control devices on Town highways within the Town of Penfield and,

WHEREAS, The Town of Penfield wishes to keep the neighborhoods around the Town’s Independence Day Celebration, parade route and festivities at Harris Whalen Park accessible to emergency vehicles.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes and establishes that “NO Parking” will be established along both and/or one side of all and/or parts of the following streets, for the duration of the Town’s Independence Day Celebration, parade and festivities at Harris Whalen Park; Baird Road (north of Penfield Road), Peachtree Road, Hotchkiss Circle, Wheelock Road, Kenmont Drive, Henderson Drive, Avonmore Way, Hidden Meadow, Hillrise Drive, Lazy Trail, Valley Green Drive, Valley Green Circle, Maple Hill Farm Road, Maple Leaf Circle, and,

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Town Board hereby authorizes and directs the Public Works Superintendent to post said temporary “NO PARKING” signs along both and/or one side of said streets;

Moved by: _____

Seconded by: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____

PENFIELD TOWN BOARD RESOLUTION NO. 13T-142

DATE 6-5-13

BY LINDA KOHL

COMMUNITY SERVICES COMMITTEE

NAME AUTHORIZATION FOR SUPERVISOR TO SIGN RECREATION CONTRACTS

BE IT RESOLVED, that the Town Board authorizes the Town Supervisor to sign the following recreation contracts:

The following persons to officiate soccer games for the in-house Penfield Recreation Soccer League, 6/3/2013 - 8/1/2013, for the fees of: \$15.50 per 8/9/10/ under game and \$19.50 per 14/under game - returning officials to receive an additional .25 per game for each summer season they have officiated with the Penfield Recreation League on a regular basis, up to a maximum of \$2.00 per game:

Ed Doyle, 4 Pipers Meadow Trail, Penfield, NY 14526
Eric Mascadri, 90 Pennwood Dr Apt D, Rochester, NY 14625
Eddie Doyle, 4 Pipers Meadow Trail, Penfield, NY 14526
Dave Coin, 280 Liberty Avenue, Rochester, NY14622
Sara Hettel, 87 Hampton Way, Penfield NY 14526

Melanie Minotti, 42 Tall Tree Drive, Penfield, NY 14526, officiate Penfield Recreation Soccer League, 6/3/2013-8/1/2013 and instruct soccer for youth soccer programs, 7/8-8/2/2013 for a fee of \$13.50 per program per day. Vouchers to be submitted monthly.

Missy Brewer, 1130 Brooktree Lane, Webster NY 14580, instructor for Children's Performance Class 6/25 – 7/19/2013 for a fee of 70% of total class revenue. Voucher to be submitted on 7/3/2013.

Mary Spring, 234 Rayfield Circle, Webster, NY 14580, Instructor for Spring into Laughter class 2/19 - 4/9/2013 for a fee of 70% of total revenue. Voucher to be submitted 6/19/2013.

Sherry Murray, 76 Chippenham Dr. Penfield, NY 14526, Instructor for Youth Pre School Adventures 7/10 – 8/7/13 and Culinary Kids Camp 6/24/13 and 8/12/13 for a fee of 75% of class revenues. Vouchers to be submitted on 7/3/13, 8/7/13 and 8/21/13.

Moved: _____

Seconded: _____

Vote: Kohl _____

LaFountain _____

Metzler _____

Moore _____

Quinn _____