I Call to Order - Pledge of Allegiance - Roll Call

II Communications and Announcements

III Public Participation

IV Additions and Deletions to Agenda

V Approval of Minutes – January 8, 2014

VI Petitions

VII Resolutions by Function

Law and Finance
14T-057 Contract for Services
14T-058 Government Access TV Channel Operating Policies Revision
14T-059 Authorization for Supervisor to Sign an Agreement with Southpoint Cove, LLC, providing for Sewer Capacity Improvements within Sewer District No. 12 (Empire Blvd)

Public Works
14T-060 Advertising for Bids for Department of Public Works; Compact Track Loader

Public Safety - None

Community Services
14T-061 Authorization to Attend NYSRPS Annual Conference
14T-062 Authorization for Supervisor to Sign Recreation Contracts

VIII Old Business

IX New Business

X Public Participation

XI Adjournment
Whereas, it is important under Section 305 of the New York State Real Property Law to maintain uniform and equitable records; and

Whereas, due to the record high number of building permits over the last three years and reduced staffing in the Assessor’s Office additional services are necessary; and

Now, Therefore, Be it Resolved, that the Supervisor is authorized to sign a professional services Contract with KLW Group, 246 Cayuga Road, Buffalo, NY for data collection services at a price not to exceeded $7,000.00. Monies are budgeted in the 2014 budget; and

Be it Further Resolved that said contract is to be approved by the Town Attorney.

Moved: __________
Seconded: __________

Vote: Kohl _________
      LaFountain _________
      Metzler _________
      Moore _________
      Quinn _________
PENFIELD TOWN BOARD RESOLUTION NO._______ DATE: February 5, 2014

BY: Rob Quinn LAW AND FINANCE COMMITTEE

NAME: Government Access TV Channel Operating Policies revisions

WHEREAS, the Penfield Town Board adopted the Town of Penfield Government Access Channel Operating Policies dated May 17th, 2006 and approved revisions May 2nd, 2007 for inclusion in the Town’s Policy Book, and

WHEREAS, Town of Penfield Town Board has identified the need for following revisions

1. Section 3-1.a Public Meeting Coverage

   To include: (legislative and work sessions)

   “The Government Access Channel is responsible for providing television coverage of all regular and special meetings of the Penfield Town [legislative and work sessions] Board and the Penfield Planning and Zoning Board of Appeals, Town Public Hearings, Community Informational meetings and Supervisor’s Address. Coverage of these meetings and addresses shall be the programming priority of the Channel.”

2. Section 3-2.a Electronic Participation

   To include: (legislative meetings)

   “Penfield resident and PCTV viewers are provided opportunity to participate in public participation in person or electronically from home during the public participation portion of the advertised meeting agenda. E-Participation (Electronic-Participation) is accepted at Penfield Town Board legislative meetings, Public Hearings, and Informational Meeting or as designated by the meeting moderator or chairpersons. Individuals wishing to speak should be considerate of other speakers by; rising hand, using microphone, limiting comments to items related to discussion or meeting agenda, allow others opportunity to speak before adding additional question.“

3. Section 3-2.a-iii E-Participation – Online

   To include: (/or other designated internet services.) (electronically) and (near)
   Remove: (online) and (by)

   “Viewers from home have opportunity to submit questions or comments via the Town of Penfield’s website www.penfield.org /or other designated internet services. Comments and questions received electronically online are forwarded to a printer located near by the board or moderator for reading.“

4. Section 3-2.a (***) E-Participation – Online
To include: (submitted)
Remove: (text) and (via www.penfield.org)

“Electronic text submitted questions and comments received via www.penfield.org are shared with the meeting moderator. There are no guarantees that your question or comments will be read in full during live broadcast. Questions or comments that are received and not answered during the live TV broadcast will be shared with the appropriate town staff and elected officials.”

5. Section 5-5 and 5-5.a – 5-5.e of Program Eligibility

Remove all items contained within 5-5 and 5-5.a – 5-5.e as it contains language to legacy non supported video formats.

5) The programming shall meet technical quality standards including, but not limited to:
   a) Master Copies of programs and PSAs must be on one of the following formats or an equivalent format: Mini DV, DV Cam, DVD-R, or Super VHS.
   b) Copies of programs or PSAs submitted to air on PCTV Government Access Channel must be on Mini DV, DV Cam, DVD-R, MPEG II or Super VHS
   c) Each video recording should have at least sixty seconds of color bars and tone at the head of the video recording.
   d) At the conclusion of each program or PSA, there should be at least ten seconds of black on the media.
   e) The Video and Audio levels must meet professional technical standards.

To be replaced with:

“The programming shall meet all technical and quality standards, and shall be submitted on a facility supported electronic or media video format.”

WHEREAS, theses revisions brings the Town of Penfield Government Access Channel policies in to current operating and town technology standards

NOW, THEREFORE, BE IT RESOLVED, that the Penfield Town Board hereby approves amending the above changes to the Town of Penfield Government Access Television Channel Operating Policies

Moved: __________________
Seconded: __________________

Vote: Kohl __________________
LaFountain __________________
Metzler __________________
Moore __________________
Quinn __________________
PENFIELD TOWN BOARD RESOLUTION No. __________ DATE February 5, 2014

BY: Councilman Moore Law & Finance COMMITTEE

NAME: Authorization for Supervisor to sign an Agreement with Southpoint Cove, LLC, providing for Sewer Capacity Improvements within Sewer District No.12 (Empire Boulevard).

WHEREAS, the Penfield Town Board, through its Resolution 12T-219 of October 17, 2012, approved the Southpoint Cove Apartment project located at 1420 and 1440 Empire Boulevard, SBL#108.06-1-8.1 and 108.06-1-8.2, consisting of 358 Apartments and a Clubhouse, and

WHEREAS, this Project is served by the Sanitary Sewer District No. 12, which through its establishment assigned certain sanitary sewer flow allocations to each property within said District, and

WHEREAS, during review of the Southpoint Cove project it was determined that projected sanitary flow rates would exceed the flow allocations originally assigned to the two (2) aforementioned properties, and

WHEREAS, the Town Board, as commissioners of the District, have an obligation to preserve sufficient capacity for remaining properties within the District, as was originally allocated, and

WHEREAS, through review of available engineering design data Town officials, South Point Cove, LLC and their Engineers have developed a plan outlining required district facility improvements which when complete will fully mitigate the increase in sewer flow rate associated with the project, as well as provide additional reserve capacity for future development projects, and

WHEREAS; an Agreement has been drafted which sets forth the responsibilities of South Point Cove, LLC towards design and construction of these facility improvements as well as timing; said Agreement has been reviewed by Town Council and shall be in a form and substance which meets with his approval prior to ratification.

NOW, THEREFORE, BE IT RESOLVED; the Town Board of the Town of Penfield acting as Commissioners of Penfield Sanitary Sewer District #12 does hereby approve entering into an Agreement with South Point Cove, LLC, for the purpose of providing design and construction of certain sewer facility capacity improvements; said Agreement shall be in a form and substance which meets the approval of Town Council, and

BE IT FURTHER RESOLVED; that Penfield Town Supervisor, R. Anthony LaFountain be and hereby is authorized to execute said agreement with South Point Cove, LLC for said action pending final approval of Council.

Moved: _____________
Seconded: _____________

Vote: Kohl _____________
LaFountain _____________
Metzler _____________
Moore _____________
Quinn _____________
NON-COLLUSIVE BIDDING CERTIFICATE

Pursuant to Section 103-d of the New York State – General Municipal Law, by submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or competitor.

2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

3. No attempt has been made or will be made by this bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Name of Bid: ________________________________

Name of Bidder: ________________________________

Authorized Signature: __________________________

Date: __________________________
Town of Penfield Department of Public Works  
Specifications for  
Compact Track Loader

Scope: The Town of Penfield – Department of Public Works is seeking sealed bids to supply (1) Compact Track Loader. This machine is intended to be used for Off-road General Construction and Residential Maintenance projects. The Track Loader must be equipped with High flow hydraulic capability and equipped with a seven pin micro controller attachment compatible to Bobcat accessories and attachments. The Compact Track Loader shall have all standard equipment as shown in the manufacturer’s printed literature and modifications to existing models to meet these specifications will not be permitted.

General Specifications:

1. Each bidder shall submit a bid security with their bid. The bid security can be either a bid bond or certified check in an amount not less than 5% of the Alternate Bid amount.

2. No bid may be withdrawn for a period of thirty (30) days after the date set for opening thereof and no bid may be withdrawn, after the time and date specified for bids to be opened and publicly read.

3. All bid proposals shall be clearly indicate the Base Bid amount and Alternate Bid amount in words and in numerals. All proposals shall include all destination or delivery charges.

4. Each bidder shall submit with their bid a non-collusive bidders certificate, as required by Section 103-d by the NYS General Municipal Law.

5. The envelope containing the bid shall be sealed and shall indicate on the outer surface the title of the Bid the Bidders Name and Address.

6. Each bidder is responsible for providing sufficient information and detail so that the department and Town Board can understand what the Bidder intends to supply, and how and when it is to be supplied.

7. The Town Board reserves the right to waive any informality in, or to accept of reject, any or all bids and to be the sole judge of any equivalencies.
**Form of Bid** - Perspective Bidders shall provide their bids as follows:

**Base Bid** - To provide and make fully functional a 2014 or Newer Compact Tract Loader to be assembled and delivered. This Base Bid price shall include all costs to make or fabricate necessary connections to achieve the functionality specified herein.

**Base Bid:** $ __________________________

**Written:** __________________________________________

I, __________________________ , representing __________________________ ________, submit the above written bid(s) to supply the equipment specified herein. I have carefully examined each item of the specification and have indicated either yes / no, as to full compliance to each item within the bid. Any items indicates as no, where our equipment does not meet the specifications have been described and explained, on a separate sheet which shall become part of this bid proposal. I understand that failure to indicate either a yes / no to any item of the above specification will be viewed as non-compliant to that item of the specification. I understand that all written exceptions and / or deviations from the above specification will be considered in total when reviewing the equipment proposed.

Signed: __________________________

Representing: __________________________

Address: __________________________

If you have any questions regarding the intent of this bid or individual specification questions, please contact:

Mr. Ronnie Williams Director of Public Works
3100 Atlantic Avenue
Penfield, New York 14526
(585) 340-8632

The Town of Penfield Reserves the Right To Be Sole Judge Of All Equivalencies.
Town of Penfield
Compact Track Loader
Request for Bid Information

All Sealed Bids must be submitted to:
Penfield Town Clerk
3100 Atlantic Avenue
Penfield, New York 14526
No Later Than 11:00 AM, February 27, 2014
PENFIELD TOWN BOARD RESOLUTION NO._______ DATE: February 5th 2014

BY: ___Councilwoman Paula Metzler ___________ Public Works COMMITTEE

NAME: Advertising for Bids for Department of Public Works Compact Track Loader

BE IT RESOLVED, that the Director of Public Works, be and hereby is authorized to advertise in the manner prescribed by law for sealed proposals to furnish the Town of Penfield Department of Public Works the following:

One Compact Track Loader compatible with the Department of Public Works current Bobcat accessories and controls.

BE IT FURTHER RESOLVED, that the Compact Track Loader covered by such proposals shall be in accordance with specifications prepared by the Director of Public Works. Sealed proposals are to be received in the office of the Town Clerk until February 27th at 11:00am Local time and there and then are to be opened by the Town Clerk.

Moved: _________________
Seconded: _________________

Vote: Kohl _______________
LaFountain _______________
Metzler _______________
Moore _______________
Quinn _______________
## Compact Track Loader
### 2014 Town of Penfield Bid.

<table>
<thead>
<tr>
<th>Description</th>
<th>Exactly as Specified</th>
<th>Deviations / Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) T650 Bobcat Compact Track Loader or compatible.</td>
<td>Yes</td>
<td></td>
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<tr>
<td>2) Min. 74.3 HP Turbo Interim Tier IV Diesel Engine.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>3) Auxiliary Hydraulics: Variable Flow</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>4) Back-up Alarm</td>
<td>Yes</td>
<td></td>
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<tr>
<td>5) Std. controls to accommodate Bobcat Attachments.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>6) Engine/Hydraulic System Shutoff.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>7) Glow Plugs- Automatically Activated.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>8) Horn</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>10) Lift Arm Support</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>11) Factory Installed Selectable Joystick Control (SJC).</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>12) Cab Enclosure with Heat and AC.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>13) High Flow Hydraulics</td>
<td>Yes</td>
<td></td>
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<tr>
<td>14) 17.7&quot; Rubber Track</td>
<td>Yes</td>
<td></td>
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<tr>
<td>15) Attachment Control</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>16) 84&quot; Combination Bucket</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>17) 84&quot; Low Profile Bucket</td>
<td>Yes</td>
<td></td>
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<tr>
<td>18) 7 Pin Micro Controller for Attachments.</td>
<td>Yes</td>
<td></td>
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<tr>
<td>19) Lift Path: Vertical</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>20) Lights, Front and Rear.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>21) Operator Cab Includes:</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>1) ADJUSTABLE Suspension Seat, Top &amp; Rear Window, Seat Bar and Seat Belt.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>2) Roll Over Protective Structure meets SAE-J1040 &amp; ISO 3471.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>3) Falling Object Protective Structure meets SAE-J1043 &amp; ISO 3439.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>22) Parking Brake: Spring applied, Pressure Release.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>23) Spark Arrestor Muffler</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>24) Warranty: 12 Months, Unlimited Hours.</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

### Total dollars of Items Quoted:

- Dealer PDI
- Freight Charges
- Dealer Assembly Charges
- Municipal Bib Discount

### Quote Total US Dollars
PENFIELD TOWN BOARD RESOLUTION NO. ______  DATE February 5, 2014

BY LINDA KOHL ______  COMMUNITY SERVICES COMMITTEE

NAME ______  AUTHORIZATION TO ATTEND NYSRPS ANNUAL CONFERENCE

WHEREAS, the Recreation Department staff are members of the New York State Recreation and Park Society, and

WHEREAS, the annual conference will provide professional training and C.E.U. credits that will benefit the Town of Penfield,

NOW, BE IT RESOLVED, THAT the following recreation staff be hereby authorized to attend the 74th annual New York State Recreation and Park Society Conference and Business Expo from 3/23 - 3/25/14 in Saratoga Springs, N.Y.:

   Linanne Conroy

Funds are provided in the 2014 budget. Expenses include registration fees, meals, lodging, transportation (gas, tolls, parking), and related expenses.

Moved: __________________________

Seconded: __________________________

Vote:

   Kohl __________________________
   LaFountain ______________________
   Metzler __________________________
   Moore __________________________
   Quinn __________________________

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

Dave Coin, 280 Liberty Ave, Rochester, NY 14622, Director for Youth Instructional Sports program, 01/18/14 - 03/15/14 for the fee of $35.00 per session. Voucher to be submitted 02/05/14.

Dave Coin, 280 Liberty Ave, Rochester, NY 14622, Scorekeeper for Adult Basketball league, 01/19/14 - 04/13/14 for the fee of $14.00 per game. Voucher to be submitted 03/19/14.

Drew Coviello, 90 Alpine Dr, Rochester NY 14618, On Site Supervisor for Basketball League, 01/19/14 - 04/13/14 for a fee of $440.00. Voucher to be submitted 02/05/14.

Music Rochester, Inc., P.O. Box 12732, Rochester, New York 14612, to provide Gap Mangione and his Big Band to perform Saturday, August 2, 2014 at Penfield Amphitheater for a fee of $2800.00. Voucher to be submitted on 7/2/14.

John Giotto, PO Box 423 Penfield, NY 14526, to provide sound engineering at the Penfield Amphitheater 6/2/14 – 9/20/14 for a fee of $100.00 per worked event. Vouchers to be submitted on 9/17/14.

Jim Orefice, 81 Penn Ln. Rochester, NY 14625, to provide sound engineering at the Penfield Amphitheater 6/2/14 – 9/20/14 for a fee of $100.00 per worked event. Vouchers to be submitted on 9/17/14.

Mike Kornrich, 59 Culver Parkway, Rochester, New York 14609, to provide the musical entertainment “The Mike Kornrich Band” for “Kids Fest” 7/24/14 for a fee of $500.00. Voucher to be submitted on 7/2/14.

Dinner Dogs c/o Dick Leschorn, PO Box 92514, Rochester, NY 14692, to provide entertainment “Dinner Dogs” for “Kids Fest”, 7/31/14, for a fee of $500.00. Voucher to be submitted on 7/2/14.

Dady Brothers, 256 Lake Road East Fork Hamlin, NY 14464, entertainment for “Kids Fest”, July 17, 2014 for a fee of $500.00. Voucher to be submitted on 6/18/14.
Mark Cassara, 51 Stablegate Drive Webster New York 14580, to provide entertainment “Mark Cassara Group” Tuesday, August 5, 2014 for “Cool Jazz” 7:00 pm – 9:00 pm for a fee of $750.00. Voucher to be submitted on 7/2/14.

Dan Schmitt, 380 Electric Ave, Rochester, NY 14612, to provide entertainment “Dan Schmitt & The Shadows” Tuesday, July 22, 2014 for “Cool Jazz” 7:00 pm – 9:00 pm for a fee of $750.00. Voucher to be submitted on 7/2/14.

Bill Tiberio 1650 East Avenue, Apt. 7B Rochester, NY 14610, to provide entertainment “Bill Tiberio Band” Tuesday, July 15, 2014 for “Cool Jazz” 7:00 pm – 9:00 pm for a fee of $750.00. Voucher to be submitted on 6/18/14.

Mike Fusare, 6 Chamberlain Road, Honeoye Falls, NY 14472, Youth Volleyball, 02/01/14 - 03/01/14 and 03/15/14-04/05/14, for a fee of 70% of the total program revenue after all other program expenses are deducted. Voucher to be submitted 04/02/14.

JJ Schrembri, 18 Winterset Drive, Rochester, NY 14625, provider of all instruction and supervision of the Penfield Recreation Instructional Youth Lacrosse Program 1/4/14 - 2/01/14, for the fee of 75% of the program revenue after all expenses have been deducted. Voucher to be submitted 02/05/14.

Moved: ________________________
Seconded: ______________________
Vote:
Kohl ______________________
LaFountain __________________
Metzler _____________________
Moore ______________________
Quinn ______________________