TOWN BOARD LEGISLATIVE AGENDA
Wednesday, March 18, 2020, 7:00 PM
Supervisor R. Anthony LaFountain, presiding

I. Call to Order - Pledge of Allegiance - Roll Call
II. Public Hearing - To Consider a Conditional Use Permit to allow a Hair Salon at 2086 Five Mile Line Rd. in the Four Corners zoning district.
III. Communications and Announcements
IV. Public Participation
V. Additions and Deletions to Agenda
VI. Approval of Minutes - February 19, 2020
VII. Petitions
VIII. Resolutions by Function

Law and Finance
20T-094 Authorization for the Supervisor to Accept and Execute a Grant Agreement from the Dormitory Authority State of New York (DASNY)
20T-095 Making a Determination of Non-Significance and Adopting a Negative Declaration for an Inclusive Playground at Rothfuss Park

Public Works
20T-096 Authorization for Barton & Loguidice, PC to Conduct Sewer Flow Analysis Within Basin #3 of the Mixed Use Sewer Districts Pursuant to the Original Study that was Completed in 2010
20T-097 Awarding the Contract for the Catch Basin Replacement Project
20T-098 Awarding the Contract for the Replacement of a Portion of the Roof at the Community Center

Public Safety - None

Community Services
20T-099 Authorization for Supervisor to Sign Recreation Contracts

IX. Old Business
X. New Business
XI. Public Participation
XII. Executive Session
XIII. Next Meeting: April 1, 2020
XIV. Adjournment

This meeting will be video recorded and broadcast LIVE via the town’s website www.penfield.org and the Town’s Government Access Cable Channel 1303.
Questions regarding video coverage contact Penfield TV at (585) 340-8661.
PENFIELD TOWN BOARD RESOLUTION NO. 20T-094  DATE: March 18, 2020

BY: Councilman Moore  COMMITTEE: Law and Finance

NAME: Authorization for the Supervisor to Accept and Execute a Grant Agreement from the Dormitory Authority State of New York (DASNY)

Whereas, the Town of Penfield has been awarded a State and Municipal Facilities Program grant through Assemblyman Mark Johns for the construction of an inclusive playground at Rothfuss Park in the amount of $50,000, and

Whereas, this grant will be administered through the Dormitory Authority of the State of New York (DASNY),

Be It Resolved, the Town Board authorizes the Supervisor to execute all necessary grant documents after review by the Town Attorney.

Moved: _____________________

Seconded: _____________________

Vote: Drawe __________

Kohl __________

LaFountain __________

Moore __________

Ockenden __________
NAME: Making a Determination of Non-significance and Adopting a Negative Declaration for an Inclusive Playground at Rothfuss Park

WHEREAS, the Town Board supports the construction of a new inclusive playground at Rothfuss Park; and

WHEREAS, a grant was obtained from Assemblyman Mark Johns, through the Dormitory Authority of the State of New York (DASNY), for the construction of said playground; and

WHEREAS, the Town Board, hereby declares itself lead agency for this project, as it is the only involved agency for this action; and

WHEREAS, the Town Board, acting as lead agency pursuant to the State Environmental Quality Review Act has classified this proposal as an Unlisted action.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby makes a determination of non-significance and adopts a Negative Declaration for this proposal, a copy of which is attached hereto and made a part hereof.

Moved: __________
Seconded: __________

Vote: Drawe _______
      Kohl _______
      LaFountain _______
      Moore _______
      Ockenden _______
PENFIELD TOWN BOARD RESOLUTION NO. 20T-096

DATE March 18, 2020

BY Councilwoman Drawe                   Public Works COMMITTEE

NAME Authorization for Barton & Loguidice, PC to Conduct Sewer Flow Analysis Within Basin #3 of the
Mixed Use Sewer Districts Pursuant to the Original Study That Was Completed in 2010

WHEREAS, the Town of Penfield rezoned 360± acres along the Route 250 corridor to Mixed Use, subsequent to the recommendations of the Town’s 2010 Comprehensive Plans on November 1, 2017 by resolution 17T-191; and

WHEREAS, by resolution 19T-140, the Penfield Town Board authorized Barton and Loguidice to conduct an updated sewer capacity study for this area; and

WHEREAS, these sanitary sewer basins serve many thousands of existing Penfield sewer district customers, whom expect reliable service, prudent planning and efficient use of the sanitary sewer system, which serve their properties; and

WHEREAS, to adequately identify current and reserve sewer system capacity to meet the above mentioned expectations of the Penfield sewer district customers, the Engineering Department sought a proposal for an updated sewer capacity study for the three (3) sewer basins which can serve this Mixed Use Zoning Area,

WHEREAS, pursuant to initial modeling and a quote from Temp-Press Inc. to conduct sewer flow monitoring with a Flo-Dar system, basin #3 is the only basin that currently needs to be analyzed; and

WHEREAS, the funding for this study shall come from a dedicated Engineering Department account for this purpose;

NOW THEREFORE BE IT RESOLVED; that the Town Board acting as Commissioners of the Penfield Consolidated Sanitary Sewer District, and in an effort to provide the rate payers of said sewer district with most reliable service, prudent planning and efficient use system possible, does hereby authorize Barton & Loguidice, PC to conduct the aforementioned Sewer Flow Monitoring in an amount not to exceed $12,000 for the updated capacity study.

Moved: ____________

Seconded: ____________

Vote: Drawe ____________

Kohl ____________

LaFountain ____________

Moore ____________

Ockenden ____________
PENFIELD TOWN BOARD RESOLUTION NO. 20T-097  DATE: March 18, 2020

BY: Councilwoman Debbie Drawe COMMITTEE: Public Works

NAME: Awarding the contract for the Catch Basin Replacement Project

WHEREAS, sealed bids were sought and requested in the manner prescribed by law to furnish the Department of Public Works with quotes to remove and replace catch basins in the Town of Penfield per Bid Specifications; and

WHEREAS, on February 21st, 2020 at 11:00am local time the following sealed bids were received, opened and read publicly from the follow list of suppliers:

RoadTek LLC
AP Property Services of Webster
C.P. Ward, Inc.
MRI Contractors of NY, Inc.
Ironwood Heavy Highway, LLC

AND WHEREAS, the bid received from RoadTek LLC was the lowest bid and meets the expectation and specifications of the bid package;

AND WHEREAS, the funds for these services are available in the 2020 Highway Department budget;

NOW, THEREFORE, BE IT RESOLVED, that a contract be and hereby is awarded to: RoadTek LLC, 4846 Route 104, Williamson, NY 14589, to remove and replace catch basin replacements per the Town of Penfield’s Bid Specifications. This resolution and the bid submitted by RoadTek LLC shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

Moved: _________________
Seconded: _________________

Vote:  Drawe  _______________
       Kohl  _______________
       LaFountain  _______________
       Moore  _______________
       Ockenden  _______________
PENFIELD TOWN BOARD RESOLUTION NO. 20T-098        DATE: March 18, 2020

BY: Councilwoman Debbie Drawe          COMMITTEE: Public Works

NAME: Awarding the contract for the Replacement of a Portion of the Roof at the Community Center

WHEREAS, sealed bids were sought and requested in a manner prescribed by law to furnish the Department of Public Works with a service contract that would provide the Town of Penfield with the purchase and installation of roofing materials for a portion of the roof at the Community Center; and

WHEREAS, on February 28th, 2020 at 11:00am local time the following sealed bids were received, opened, and read publicly from the following list of suppliers:

J&B Installations, Inc.
Spring Sheet Metal & Roofing, LLC

AND WHEREAS, the bid received from J&B Installations, Inc. was the lowest bid and meets the expectation and specifications of the bid package for a total cost of $91,000.00;

AND WHEREAS, the Town Board approves appropriation of $91,000.00 from the Unassigned General Fund Balance as an amendment to the 2020 budget to fund this project in full;

NOW, THEREFORE, BE IT RESOLVED, that a contract be and hereby is awarded to: J&B Installations, Inc., 732 Visions Drive, PO Box 188, Skaneateles Falls, NY 13153, to provide and install roofing material for a portion of the roof at the Community Center. This resolution and the bid submitted by J&B Installations, Inc. shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

MOVED: ___________________
SECONDED: ___________________

VOTE: Drawe ___________________
      Kohl ___________________
      LaFountain ______________
      Moore _________________
      Ockenden ______________


PENFIELD TOWN BOARD RESOLUTION NO. 20T-099     DATE 03/18/2020

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:

Upstate Aquatics, LLC, 103 Summit Rd Ext, Newport, NY 13416, 2020 Aquatic Academy, 5/29-5/31/2020, for fees of: $15 per participant for Lifeguard Management In Person, $300 per participant for Lifeguard Instructor, $75 per participant for Lifeguard Instructor/Instructor Trainer Review Course, $113 per participant for Lifeguard Instructor Re-Entry, $235 per participant for First Aid/CPR/AED Instructor, and $175 per participant for First Aid: Responding to Emergencies. Voucher to be submitted 6/3/2020.

Young Explosives Corporation, PO Box 18653, Rochester, NY 14618, to provide fireworks display for the Independence Day Event on Saturday, July 4th, 2020 for a fee of $15,000. Voucher to be submitted on 6/3/20.

Jim Orefice, 81 Penn Ln, Rochester, NY 14625, to provide sound engineering at the Penfield Amphitheater, 5/29/20 – 9/12/20, for a fee of $140 per worked event. Voucher to be submitted on 9/16/20.

Wes Backhouse, 71 Heritage Woods Ct, Rochester, NY 14615, to provide assistant sound engineering at the Penfield Amphitheater, 5/29/20 – 9/12/20, for a fee of $100 per worked event. Voucher to be submitted on 9/16/20.

Moved: ________________________
Seconded:       ________________________
Vote: 

   Drawe            __________________
   Kohl               __________________
   LaFountain     __________________
   Moore             __________________
   Ockenden        __________________