TOWN BOARD LEGISLATIVE AGENDA
Wednesday April 15, 2020, 7:00 PM
Supervisor R. Anthony LaFountain, presiding

I. Call to Order - Pledge of Allegiance - Roll Call
II. Public Hearing - None
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
20T-096 Setting a Public Hearing to Consider Issuance of a conditional Use Permit to Allow Hair Salon at 2086 Five Mile Line Rd
20T-097 Setting a Public Hearing to Consider Issuance of a Conditional Use Permit to Allow a Hair Salon at 1738 Penfield Rd.
20T-098 Authorization for Supervisor to Sign a Hold Harmless Agreement to Allow a Fence Within a Storm Sewer Easement at 20 Seton Court

Public Works
20T-099 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-100 Awarding the Contract for the Catch Basin Replacement Project
20T-101 Awarding the Contract for the Replacement of a Portion of the Roof at the Community Center

Public Safety - None

Community Services
20T-102 Authorization for Supervisor to Sign Recreation Contracts

IX. Old Business
X. New Business
XI. Public Participation
XII. Executive Session
XIII. Next Meeting: May 6, 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-096  DATE April 15, 2020

BY Councilman Moore  Law & Finance Committee

NAME Setting a Public Hearing to Consider Issuance of a Conditional Use Permit to Allow Hair Salon at 2086 Five Mile Line Road – 139.06-2-61.2 – Haven Hair Salon

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Conditional Use Permit pursuant to Chapter 250-5.10-B-4 of the Code to hair salon at 2086 Five Mile Line Road, located in the Four Corners (FC) zoning district;

NOW, THEREFORE BE IT

RESOLVED, that the Penfield Town Board is best suited to act as “lead agency” within the meaning of the State Environmental Quality Review Act (SEQRA) thus does hereby designate itself as “lead agency” pursuant to SEQRA and has classified this proposal as a Type II action; and be it further

RESOLVED, that the Town Board of the said Town of Penfield shall hold a public hearing at the Penfield Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on May 6, 2020, at 7:00 PM on said date, to consider the said application and to hear all persons interested on the question of the issuance of a Conditional Use Permit to allow a hair salon at 2086 Five Mile Line Road in the Four Corners (FC) zoning district; and be it further

RESOLVED, that a copy of this Resolution, certified by the Town Clerk, shall be published at least once in the official newspaper of the Town, the first publication thereof to be not less than ten (10) nor more than twenty (20) days before the date set for said hearing as aforesaid. A copy of this Resolution shall be posted on the official signboard of the Town as prescribed by Law.

Moved: _____________
Seconded: _____________

Vote:  Drawe _____________
       Kohl _____________
       LaFountain _____________
       Moore _____________
       Ockenden _____________
PENFIELD TOWN BOARD RESOLUTION NO. 20T-097        DATE April 15, 2020

BY Councilman Moore

Law & Finance Committee

NAME Setting a Public Hearing to Consider Issuance of a Conditional Use Permit to

Allow a Hair Salon at 1738 Penfield Road – 139.05-1-45 – Sara Olejarczyk

WHEREAS, an application has been received by the Penfield Town Board for the issuance
of a Conditional Use Permit pursuant to §250.5-10-D(4) of the Code to allow hair salon at
1738 Penfield Road, located in the Four Corners (FC) zoning district;

NOW, THEREFORE BE IT

RESOLVED, that the Penfield Town Board is best suited to act as “lead agency” within
the meaning of the State Environmental Quality Review Act (SEQRA) thus does hereby
designate itself as “lead agency” pursuant to SEQRA and has classified this proposal as a
Type II action; and be it further

RESOLVED, that the Town Board of the said Town of Penfield shall hold a public hearing
at the Penfield Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on
May 6, 2020, at 7:00 PM on said date, to consider the said application and to hear all
persons interested on the question of the issuance of a Conditional Use Permit to allow a
hair salon at 1738 Penfield Road in the Four Corners (FC) zoning district; and be it further

RESOLVED, that a copy of this Resolution, certified by the Town Clerk, shall be published
at least once in the official newspaper of the Town, the first publication thereof to be not
less than ten (10) nor more than twenty (20) days before the date set for said hearing as
aforesaid. A copy of this Resolution shall be posted on the official signboard of the Town
as prescribed by Law.

Moved: _____________
Seconded: _____________

Vote:         Drawe    _____________
             Kohl      _____________
             LaFountain _____________
             Moore     _____________
             Ockenden  _____________
PENFIELD TOWN BOARD RESOLUTION NO. 20T - 098          DATE April 15, 2020

BY Councilman Moore                          Law & Finance COMMITTEE

NAME Authorization for Supervisor to Sign a License and Hold Harmless Agreement to

Allow a Fence Within a Storm Sewer Easement at 20 Seton Court SBL# 109.13-3-5

BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the
Supervisor to sign a License and Hold Harmless Agreement with Chad and Danielle Ellis,
owners of property of 20 Seton Court, to permit a fence to encroach into a Storm Sewer
 easement to the Town of Penfield located at 20 Seton Court in a form and substance
acceptable to the Town Attorney.

Moved: __________
Seconded:__________

Vote:            Drawe  _________
                Kohl  _________
                LaFountain  _________
                Moore  _________
                Ockenden  _________
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-100  DATE: April 15, 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-101 DATE: April 15, 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-102     DATE 04/15/2020

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        ________________