Town Board Work Session Agenda  
May 27, 2015  
7:00 PM  

I. Call to Order  

II. Approval of Minutes – May 13, 2014  

III. Monthly Reports - None  

IV. Public Hearing – None  

V. Guests – 7:00 PM  
   - Hazel Stewart – Kilt Shop – 1867 Penfield Road - Costello  
   - Vito Vitelli – St. Joseph’s Church 5K Run – Costello  

VI. ACTION ITEMS  

Law and Finance  
1. Setting Operational Permit & Periodic Inspection Fees – Tette  
2. Garage Addition, 2041 Penfield Road – Costello  

Public Works  
1. Catch Basin Bid Results - Iascone  

Public Safety - None  

Community Services - None  

VII. INFORMATIONAL ITEMS  

Law and Finance  

Public Works - None  

Public Safety - None  

Community Services - None  

VIII. HELD ITEMS  
1. Right-Of-Way Transfer on Mott’s Lane – Valentine/Costello  
2. Jomanda Way, Expanding No Shooting Petition – LaFountain  
3. Smoke Free Policy for all Town Facilities – Bilow  
4. Jeremiah’s Extended Outdoor Dining Hours, 2164 Fairport Nine Mile Pt. Rd. – Costello  

IX. Old Business - None  

X. New Business - None  

XI. Executive Session – Real Estate, Litigation and Human Resource Matters  

XII. Adjournment
I. Call to Order

Present:
Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler
Councilman Moore
Councilman Quinn

Also Present:
Jim Costello
Lisa Grosser
Rose Iascone
Rick Giesselman

II. Approval of Minutes - 5/13/15
CM Quinn moved for the approval of the Minutes of May 13, 2015, CW Metzler seconded the motion.

III. Monthly Reports - None

IV. Public Hearing - None

V. Guests - 7:00 PM

- Hazel Stewart - Kilt Shop, 1867 Penfield Road - Costello

Jim Costello introduced Hazel Stewart and Norm Clark who opened their business at 1867 Penfield Road in August of 2014. They did not realize they needed to come before the Town Board for a permit.

Supervisor LaFountain asked Costello if the property owner had been advised of the permit requirement.

Costello said he would meet with the property owner to go over requirements.

Hazel Stewart said her business, Kilt Shop.com llc is a custom kilt, Scottish attire and accessories shop. Her mother was a custom kilt maker for 60 years, and she is keeping the tradition. Stewart orders the tartan from woolen mills in Scotland. The business has been busy with orders from local pipe bands. She also alter kilts and provides rentals for wedding parties. Stewart stated her hours of operation are evenings after 5:30 PM and Friday, Saturday and Sunday by appointment. Stewart also works area festivals and can look up ones heritage to find a specific tartan match.
Councilman Moore asked if this application was being reviewed through the streamline process.

Costello said yes.

Supervisor LaFountain asked what is the square footage?

Stewart said between 600 to 700 square feet.

Councilwoman Metzler asked for confirmation, if you only see one customer at a time, you will only need two (2) parking spaces.

Stewart confirmed yes, except when we have a wedding party.

LaFountain asked about signage.

Stewart said she intends to keep what is there today.

Costello advised a permit will be required for signage.

Stewart said they re-did the existing sign.

Councilwoman Kohl asked if she would like a larger sign.

Stewart said no.

Metzler advised that Stewart may want to connect with Randy, the owner of Incognito, who provides tuxedo rentals. There may be an opportunity to work together.

Stewart said she would make that connection. When kilts are rented, people are often looking for shirts.

The Board discussed and agreed to approve through the streamline process.

Supervisor LaFountain asked Costello to draft a letter to the applicant which includes requirements for signage and that the Fire Marshal should review the property. He also asked Costello to follow up with the property owner regarding future uses.

Costello said he would, and will work with the applicant on obtaining the permit.

- Vito Vitelli – St. Joseph’s Church 5K Run – Costello

Jim Costello introduced Vito Vitelli and Jim Reid from the Knights of Columbus, who he has been meeting with regarding the proposed race. Costello said we did not want to have the race at this location, because we do not want the roads to be closed. The race route has been revised.

Vito Vitelli provided race flyers and a map to the Board for its review.
Councilman Moore inquired if this race had been publically advertised prior to approval from this Board.

Costello said we have been working on this for months. Vitelli was going to attend the Work Session two (2) weeks ago, but it didn’t work out.

Vitelli explained that this is the third annual 5k run. The money from the race will be used for St. Joseph’s School, to feed the hungry, shelter the homeless and the Special Olympics. The Knights of Columbus are not paid, and receive no commission for their help. The race will start and end at the church campus. Vitelli explained that no roads will be closed. Vitelli has spoken to the Sheriff’s office and a Deputy will be on site at the corner of Gebhardt Road and Five Mile Line Road from 9:15 AM to 10:00 AM. The deputy will stop traffic as the runners cross the road, traffic will be stopped only momentarily. There will also be Marshals present to help the Sheriff’s Deputy, one (1) on Highland Drive and one (1) on Wedgewood Drive. The runners will go along the sides of the road, so the traffic can proceed. Marshals will also be placed throughout the route. Vitelli said this weekend he will distribute letters explaining the event to residents of Cobbles Drive, Gebhardt Road, Highland Drive and Wedgewood Drive.

Councilwoman Metzler stated residents of Five Mile Line Road, High School Drive, Parkwood Drive, Chantilly Lane, Devonshire Drive and Corwin Road also need to be included in the notification.

Vitelli said the runners will only be on Cobbles Drive and Gebhardt Road.

Metzler said the notification also needs to go to the adjacent streets because those residents utilize the streets the race is on. In the past residents have had issues because of previously scheduled garage sales and family events. Metzler added she is concerned about the short period of notice.

Vitelli said the race will only be from 9:15 AM to 10:30 AM, and there will only be 125 to 150 runners. Vitelli added there may be a couple of stragglers until 10:45 AM. The event will be completed by Noon, as we need to be out of the church parking lot by that time.

Metzler asked if the distance of the race is the same as it had been in the past. We have had resident concerns and it is important to let everyone know what is going on. Metzler added that Vitelli should add his contact information to the flyer for distribution.

Vitelli asked if he could staple his business card to the flyer. Councilman Moore said that is a good idea.
Supervisor LaFountain asked Vitelli if he would be on site for the duration of the race.

Vitelli said he would be on location starting at 6:00 AM to set up. Vitelli added that he is the Grand Knight and he is responsible for everything that goes on, that is his job.

Councilman Quinn asked if the school district had been notified.

Vitelli said yes, he has obtained permits from the school district to use their grounds and provided copies to the Board for its review.

Quinn asked if there will be any activities going on at the school during the race.

Vitelli said no, not that he is aware of. Vitelli asked Costello to provide him with a complete list of the streets that need to be notified.

Costello handed Vitelli a map that had been shaded with the residents that need to be notified. He said there are a total of approximately 128 residences.

Vitelli said he wants to be a good neighbor and doesn’t want to cause problems with the residents.

Quinn asked if the race is on the same weekend as last year.

Vitelli said yes, the school district needed the track and this was the only day available.

Costello asked Vitelli not to pursue having the race in this location in the future.

Vitelli said he will change the race location to the area Costello suggests in the future.

LaFountain said he received letters from Andrea Moore and Patty Horton expressing concerns regarding the race. He asked Costello to share those emails with Vitelli, and asked Vitelli to contact those individuals and address their concerns.

Vitelli stated that he will meet with Moore and Horton.

Metzler asked how many Marshals will be present.

Vitelli said there will be 15 throughout the route.

Metzler asked Vitelli to contact the Commander at Zone A and obtain advice on placement of the Marshals and review how they should conduct themselves.
Quinn stated that in the future a race like this should be brought to our attention months in advance.

Costello reiterated that Vitelli was supposed to attend the previous Work Session, but changes to the route had to be made.

Vitelli added that he contacted Costello the beginning of March, two (2) months ago. Vitelli continued to say he will meet with the two (2) residents that expressed concerns. He will also print more flyers and include his contact information.

LaFountain asked Costello to work with Vitelli on the locations for distribution of the flyers.

Jim Reid said they will be distributing the flyers this weekend.

Vitelli said he has 150 flyers in his car, he can go to the parish office and print another 300.

Costello said 300 may not be necessary, he will get a list of streets to Vitelli tomorrow.

LaFountain said the flyers need to be distributed to all of those effected by the race this weekend. There was a problem with the race last year, because there was a lack of information. If residents are advised in advance they can plan accordingly.

Costello said he would be in touch with Vitelli; he will email the information to him.

Vitelli and Reid thanked the Board for allowing the race.

VI. ACTION ITEMS

Law and Finance
1. Setting Operational Permit & Periodic Inspection Fees – Tette
   Supervisor LaFountain stated that Tom Tette is not present this evening and this item will be stricken from the agenda.

2. Garage Addition, 2041 Penfield Road – Costello
   Jim Costello reviewed that the Public Hearing was held on March 4, 2015 and the Town Board tabled the application until the Planning Board could complete the Site Plan Review process. The Planning Board passed a Resolution on May 14, 2105 and there are no outstanding issues. Costello continued to say the only concern is that there is a large pile of top soil adjacent to Willow Pond and he recommends getting it off the site.

   The Board discussed and agreed. A Resolution will be submitted at the next Legislative Session on June 3, 2015.
Jim Costello reviewed that Rudy Neufeld met with the Board October 22, 2014 with an initial proposal. Recently Costello and LaFountain walked the site and spoke to the neighbors. Neighbors on Abbington Place were aware of the proposal, and expressed their interest in maintaining a buffer. Costello continued to say there is a buffer between the properties; we drove around all three (3) sides of the project. Costello did have concerns with the buffering near Thistleberry Lane, but that is also buffered well. Costello continued to say we have not discussed incentive yet, but could use incentive for public works improvements. Costello said he feels this warrants a sketch plan review so that we can meet with the neighbors.

Supervisor LaFountain stated that Neufeld provided the Board with an area property zoning comparison.

Rudy Neufeld reviewed we looked at current zoning which is from 1973. We also reviewed the zoning at Cranberry Cove, Abbington Place and the Master Plan which yields 2 – 4 acre lots at that site. We then broke it down into 2, 3 and 4 units and the average is 20.1. Neufeld added that he has not yet had a neighborhood informational session, but will schedule one once the Board agrees. The session will address questions and concerns regarding the buffer. There will be two (2) proposals: the first with 12 buildings of two (2) units each, and a second proposal with 13 patio homes. The patio homes would require a larger foot print, but he would try to maintain the buffer. The structures will not be visible when the trees are vegetated. The presentation will be both for residents and the Board.

Councilwoman Metzler said she supports moving forward.

Councilman Moore asked will there be three (3) or four (4) lots.

Neufeld said we will present both options at the informational meeting.

Moore asked if the units will be owned or rented.

Neufeld said owned.

Quinn thanked Neufeld for providing the Board the evaluation, he is in favor of moving forward.

Councilwoman Kohl said she has supported this project since the beginning. Kohl requested that the incentive is discussed before the sketch plan review.

Public Works
1. Catch Basin Bid Results – Iascone
Rick Giesselman and Rose Iascone provided a summary of the bids received to the Board for its review.
Supervisor LaFountain reviewed that this went out for bid for the first time last year. It was determined that over 100 catch basins were in need of repair. In 2014, 34 catch basins were repaired by a contractor and 4 repaired by Town employees. This is an updated quote for 2015.

Giesselman reviewed that four (4) bids were received, and AP Property Services is the lowest bidder at $1,350 each for 30 basins. Giesselman added that AP Property Services was the lowest bidder in 2014 at $950 per basin. The increased cost is based on work completed in 2014. AP Property Services was the lowest bidder for all aspects of the bid except 6 Wheel Dump Truck services. Also, attached to the bid package is an estimate of costs for the work to be performed in house which is $2,147.60 per basin. Giesselman continued to review the summary detailing comments in the notes section. Giesselman stated that it is recommended that we go with AP Property Services for the quoted 30 basins.

Councilman Moore inquired, is the Department of Public Works satisfied with the work completed by AP Property Services in 2014?

Giesselman said yes, we were satisfied with the work completed. Later in the season we requested some additional repairs. Those repairs were done so late in the season that the asphalt didn’t cure properly. AP Property Services went back and completed the repairs at no cost to the Town.

Councilwoman Metzler added that the Fico family of AP Property Services is from Penfield.

Councilman Quinn asked how many catch basin repairs are anticipated in the future.

LaFountain said in 2014, 38 were completed, in 2015 30 are scheduled. Next year there may still be some back log. In the future we should be able to get to a more normal position and only have to complete routine maintenance.

The Board discussed and agreed. LaFountain instructed Giesselman to prepare a Resolution for the next Legislative Session on June 3, 2015.

LaFountain advised that the 1.5 multiplier for employee costs on the Town estimated expense for doing the work is conservative and should be 1.7.

LaFountain also stated that oil and stone on Town roads will start tomorrow and letters have been mailed to residents.

Public Safety - None

Community Services - None
VII. INFORMATIONAL ITEMS

Law and Finance
1. Status Update – Distillery, 2106 Five Mile Line Road – Costello

Jim Costello reviewed that Tim Stevens had presented this potential application during a previous Work Session, and the Board was supportive of a Public Hearing. The distillery would be located at the church across the street from Mark’s Pizzeria. After meeting with the Board, Mark Crane reviewed the church and it was determined that the floor was not strong enough to support the equipment. Mark decided to invest in the church and replace the floor and also make improvements to the basement.

The Board discussed and agreed.

A Resolution will be submitted at the next Legislative Session on June 3, 2015 scheduling a Public Hearing on July 1, 2015.

Costello added that Mark Crane will be a partner in the business. Crane will be preserving the stained glass windows of the church and will make the required improvements to the building. This application will also go before the Historic Preservation Board.

Public Works - None

Public Safety - None

Community Services - None

VIII. HELD ITEMS

1. Right-Of-Way Transfer on Mott’s Lane – Valentine/Costello
2. Jomanda Way, Expanding No Shooting Petition – LaFountain
3. Smoke Free Policy for all Town Facilities – Bilow
4. Jeremiah’s Extended Outdoor Dining Hours, 2164 Fairport Nine Mile Pt. Rd. – Costello

IX. Old Business - None

X. New Business - None

XI. Executive Session – Real Estate, Litigation and Human Resource Matters – None

XII. Adjournment – Supervisor LaFountain adjourned the regular Work Session at 8:03 PM.

Lisa Grosser, RMC
Deputy Town Clerk