PENFIELD TOWN BOARD AGENDA
Wednesday, January 18, 2017, 7:00 PM
Supervisor R. Anthony LaFountain, presiding

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 – December 21, 2016
VI Petitions
VII Resolutions by Function

Law and Finance
17T-046 Authorization for Supervisor to Re-new the Agreement with the North East Quadrant Advanced Life Support, (NEQALS), Inc.

17T-047 Setting a Public Hearing to Consider the Issuance of a Conditional Use Permit to Allow a Nail Salon at 1802 Penfield Road in the Four Corners (FC) Zoning District

17T-048 2016 Budget Transfers and Adjustments for Reconciliations

Public Works
17T-049 Purchase one 2018 Ten Wheel Dump Truck (Mack GU713 R) with Snow Plow, Wing Plow, New Box, New Controls for Plows and Salter, Recondition Existing Salter/Sander Box

17T-050 Authorization to Sign Beaver Trapping Agreement with Donald C. Newcomb

17T-051 Awarding Contract for Rooftop HVAC Replacement

17T-052 Purchase 2017 Sidewalk Tractor with Snow Blower
Public Safety
17T-053 Approval to Attend the 2017 Annual Continuing Educational Conference

Community Services
17T-054 Advertising for Bids for Printing Program Brochure

17T-055 Authorization for Supervisor to sign Recreation Contracts

VIII Old Business
IX New Business
X Public Participation
XI Adjournment
The Regular meeting of the Penfield Town Board was held on Wednesday, January 18, 2017 at 7:00 PM at the Penfield Town Hall, 3100 Atlantic Avenue, Penfield, New York.

Present:  R. Anthony LaFountain  Supervisor  
          Paula Metzler    Councilwoman  
          Andrew Moore   Councilman  
          Robert Quinn   Councilman  

Also Present: Amy Steklof   Town Clerk  

Absent: Linda Kohl    Councilwoman  
        Richard Horwitz  Town Attorney  

Supervisor LaFountain called the meeting to order – Pledge of Allegiance

Communications and Announcements  

1. The next Town of Penfield Passport Event will be held on Thursday, April 6, 2017 5:30 PM to 7:30 PM. For more information please contact Amy Steklof at 340-8629.

2. The AARP Foundation Tax Aide Program will offer free income tax preparation on Wednesday and Friday mornings at the Penfield Community Center by appointment only beginning February 1, 2017 through April 12, 2017. For more information visit [www.penfieldrec.org](http://www.penfieldrec.org) or call 340-8655.

3. Waste Management of New York is reminding residents to recycle cardboard through curbside recycling pickup or at Monroe County Eco Park, 10 Avion Drive. For more information on recycling visit [www.monroecounty.gov/ecopark](http://www.monroecounty.gov/ecopark).

4. Please join Town Historian Kathy Kanauer for a presentation about the Frost family of Roseland in Penfield on Sunday, January 29, 2017 from 2:30 to 4:00 PM. This event is sponsored by the Penfield Public Library and Local History Room. This presentation is free and open to the public.

5. The Penfield Trails Committee will host its Annual Indoor Hike on Saturday, February 11, 2017 at 10:00 AM in the Penfield Town Hall Auditorium, 3100 Atlantic Avenue. To pre-register and for more information please call Penfield Recreation at 340-8655, option 6.

6. Penfield Community Victory Garden beds, located on Five Mile Line Road, are now available to rent for the 2017 growing season. For more information, visit [www.penfieldrec.org](http://www.penfieldrec.org) or call 340-8651.

7. Penfield Recreation’s DEAR Program, Penfield Public Library and the Local History Room are planning events throughout 2017 to celebrate and recognize women getting the right to vote in New York 100 years ago this year. The first program titled “Suffra Teas” will be held on Wednesday, February 15, 2017 at 1:00 PM in the Penfield Community Center. More information can be found at [www.penfieldrec.org](http://www.penfieldrec.org).

8. Councilwoman Kohl’s next Community Chat will be held on Tuesday, February 21, 2017 from 5:30 PM to 7:00 PM at the Penfield Library, 1985 Baird Road.

Public Participation – None

Additions and Deletions to Agenda – None

Approval of Minutes

Councilman Quinn moved to approve the Minutes of December 21, 2016 Councilwoman Metzler seconded and all voted “Aye.”
Petitions - None

Resolutions by Function

Law and Finance

#17T-046 Authorization for Supervisor to RE-new the Agreement with the North East Quadrant Advanced Life Support, (NEQALS), Inc. by Moore

BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Supervisor to sign an Agreement with the North East Quadrant Advanced Life Support, Inc., (NEQALS), that reflects the current interests of the involved parties, in a form acceptable to the Town Attorney, a copy of which is on file with the Town Clerk.

Moved: Moore
Seconded: Quinn

Vote: Kohl Absent LaFountain Aye
       Metzler Aye Moore Aye
       Quinn Aye

Adopted

#17T-047 Setting a Public Hearing to Consider the Issuance of a Conditional Use Permit to Allow a Nail Salon at 1802 Penfield Road in the Four Corners (FC) Zoning District by Moore

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 (17) of the Code to allow a nail salon at 1802 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) and thus does hereby designate itself as “lead agency” pursuant to SEQRA; and be it further

RESOLVED, that the subject application is determined to be a Type II action pursuant to the State Environmental Quality Review Act (SEQRA); 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 February 15, 2017 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 nail salon at 1802 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: Moore
Seconded: Metzler

Vote: Kohl Absent LaFountain Aye
       Metzler Aye Moore Aye
       Quinn Aye

Adopted
WHEREAS, transfers of funds are necessary for reconciliation for year-end processing, and,
WHEREAS, the Town Board desires to have an up-to-date budget in relation to current income and expenditures,
NOW, BE IT RESOLVED that the attached budget transfers be approved.

Moved: Moore
Seconded: Quinn

Vote: Kohl Absent LaFountain Aye
      Metzler Aye Moore Aye
      Quinn Aye

Adopted

See Attachment at End of Minutes

Public Works

#17T-049 Purchase one 2018 Ten Wheel Dump Truck (Mack GU713-R) with Snow Plow, Wing Plow, New Box, New Controls for Plows and Salter, Recondition Existing Salter/Sander Box by Metzler

WHEREAS, the Director of Public Works desires to purchase, a 2018 Dump Truck, MACK GU713 ten wheeler for a contract price of approximately $249,785.84 from contract #7823, Onondaga County Heavy Truck Class 8 Contract and,
WHEREAS, the installation of Dump body, Sander/Salter, Sander/Salter controls and plow equipment are included in the price of the truck and will be the responsibility of TENCO Equipment Company to install per specifications and
WHEREAS, the funds for said purchase are included in the 2017 adopted Highway Equipment Fund for a total price of approximately $249,785.84 and,
NOW, THEREFORE BE IT RESOLVED, the Director of Public Works be and hereby is authorized to purchase said vehicle and attachments.

Moved: Metzler
Seconded: Moore

Vote: Kohl Absent LaFountain Aye
      Metzler Aye Moore Aye
      Quinn Aye

Adopted

#17T-050 Authorization to Sign Beaver Trapping Agreement with Donald C. Newcomb by Metzler

WHEREAS, from time to time, positive drainage is affected by dams built by beavers that cause flooding and property damage, and
WHEREAS, the Town of Penfield desires to eliminate flooding and property damage by removal of said dams and beavers from drainage ways, and
WHEREAS, Donald C. Newcomb, 532 Kirk Road, Rochester, NY 14612 is licensed by the NYS DEC to handle Wildlife Nuisances, and
NOW, THEREFORE BE IT RESOLVED, that the Town Supervisor, be and hereby is authorized to execute a one (1) year agreement acceptable to the Town Attorney beginning January 1, 2017 through December 31, 2017 with Donald C. Newcomb to trap and remove Beavers as directed by the Penfield Department of Public Works, and

NOW, THEREFORE BE IT FURTHER RESOLVED, that Donald C. Newcomb will be responsible to obtain any permits required from the NYS DEC for the trapping and removal of said beavers and supply a copy of his NYS DEC license and copy of any required permits to the Town of Penfield with an invoice for services rendered.

Moved: Metzler  
Seconded: Quinn  

Vote:  
Kohl Absent  
LaFountain Aye  
Metzler Aye  
Moore Aye  
Quinn Aye  

Adopted

#17T-051 Awarding Contract for Rooftop HVAC Replacement by Metzler

WHEREAS, sealed proposals were sought and requested in the Manner prescribed by Law to furnish the Department of Public Works with quotes to replace Library rooftop Heating Ventilating Air Conditioning unit RTU4.

<table>
<thead>
<tr>
<th>Company</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vanhook Services Company</td>
<td>$15,980.00</td>
</tr>
<tr>
<td>Milner Air Conditioning Service Inc.</td>
<td>$11,660.00</td>
</tr>
</tbody>
</table>

WHEREAS, the bid proposal received from Milner Air Conditioning Service Inc. was the lowest proposal received which meets the Town’s needs and meets or exceed all the Town’s bid specification and,

WHEREAS, the funds for this service are available in the 2016 DPW Facilities budget and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that a contract be and hereby is awarded to; Milner Air Conditioning Service Inc., 40 Humbolt Street, Rochester, NY 14609 to furnish the Town of Penfield Department of Public Works one rooftop HVAC replacement unit per bid specifications. This resolution and the bid submitted by Milner Air Conditioning Service Inc. shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

Moved: Metzler  
Seconded: Moore  

Vote:  
Kohl Absent  
LaFountain Aye  
Metzler Aye  
Moore Aye  
Quinn Aye  

Adopted

#17T-052 Purchase 2017 Sidewalk Tractor with Snow Blower by Metzler

WHEREAS, the Director of Public Works desires to purchase one (1) 2017 Sidewalk Tractor, L Series Model number L4060HSTC with snow blower attachment for approximately $40,874.00 from National Joint Power Alliance, Quote number #681660, per the “New York State Piggy Back Law” for a contract price of $40,874.00 and,
Penfield Town Board, January 18, 2017

(Resolution #17T-052 - Continued)

BE IT FURTHER RESOLVED, the funds for said purchase are budgeted in the 2017 Parks Equipment Fund for a total of approximately $40,874.00 and

NOW THEREFORE BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase one (1) 2017 Sidewalk Tractor, L Series Model number L4060HSTC with Snow Blower.

Moved: Metzler
Seconded: Quinn

Vote: Kohl Absent LaFountain Aye
       Metzler Aye Moore Aye
       Quinn Aye

Adopted

Public Safety

#17T-053 Approval to Attend the 2017 Annual Continuing Educational Conference by Quinn

WHEREAS, the Finger Lakes Building Officials Association, Inc. is holding its 2017 Annual Continuing Educational Conference for Code Enforcement Officers at the RIT Inn & Conference Center, Rochester, New York on March 13, 14, 15 and 16, 2017; and

WHEREAS, this program will be certified by the New York State Department of State Office of Fire Prevention and Control as meeting 24 of 24 hours of in-service training requirements for code enforcement officials;

NOW, THEREFORE, BE IT RESOLVED that Thomas Alexander, Assistant Building/Code Compliance Inspector; Andy Suveges, Building/Code Compliance Inspector; and Harold Morehouse, Building and Zoning Administrator, to attend the Annual Continuing Educational Conference March 13, 14, 15 and 16, 2017 at the RIT Inn & Conference Center, Rochester, New York. There will be no lodging or mileage reimbursement. Registration fees of $1,950.00 shall be allocated from departmental conference budget line.

Moved: Quinn
Seconded: Metzler

Vote: Kohl Absent LaFountain Aye
       Metzler Aye Moore Aye
       Quinn Aye

Adopted

Community Services

#17T-054 Advertising for Bids for Printing Program Brochure by Kohl

BE IT RESOLVED, THAT the Director of Recreation be, and hereby is, authorized to advertise in the Manner prescribed by Law for sealed proposals, to furnish the Town of Penfield the following:

Printing of the Recreation Department Seasonal Program Brochure.

BE IT FURTHER RESOLVED, THAT the service is covered by such sealed proposals as in accordance with specifications prepared by the Director of Recreation. Sealed proposals are to be submitted to the office of the Town Clerk until 11:00 AM EST February 10, 2017 and then and there to be opened and read publicly.
Penfield Town Board, January 18, 2017

(Resolution #17T-054 – Continued)

Moved: Quinn
Seconded: Metzler

Vote: Kohl Absent LaFountain Aye
     Metzler Aye Moore Aye
     Quinn Aye

Adopted

#17T-055 Authorization for Supervisor to sign Recreation Contracts

By Kohl

BE IT RESOLVED, that the Town Board authorizes the Town Supervisor to sign the following Recreation Contracts:

Penfield Youth Wrestling Club, 11 Leonard Crescent, Penfield, NY 14526, Direct Youth Wrestle program from 11/14/16 - 3/24/17 for fee of 80% of revenue minus expenses. Voucher to be submitted monthly.

Ken Scott, 107 Fairview Circle, Webster, NY 14580, Director Penfield POPS Band, 1/1/17 - 12/31/17 for a fee of $75.00 per session. Vouchers to be submitted monthly.

Barb Bonisteel, 256 Rosemont Drive, Rochester, NY 14617, Instructor for youth music program, 1/15/17 - 12/20/17, for a fee 75% of program revenues. Vouchers to be submitted on a monthly basis.

Jodi Marcello, 20 Falcon Trail, Pittsford, NY 14534, Instructor for youth dance class and family yoga 1/17/17 - 12/20/17 for a fee of 75% of program revenues. Vouchers submitted on a monthly basis.

Lindsey Hall, 115 Tuscany Lane, Webster, NY 14580, Instructor for youth art classes Pre-school Art, 1/16/17 - 12/11/17, for a fee of 75% of total revenues. Vouchers to be submitted first voucher date of each month.

Lisa Magliato, 8 Oatsfield Circle, Penfield, NY 14526, Instructor for Youth Program Wiggles, Giggles & Jiggles 1/13/17 - 12/10/17 for a fee of 70% of program revenues. Voucher to be submitted on a monthly basis.

Mark Banford, 939 South Plymouth Ave., Rochester, NY 14608, Instructor for youth and adult tennis instruction, 5/11/17 - 11/3/17, for a fee of 70% of program revenues. Vouchers to be submitted on monthly basis.

Shadow Lake Golf Course, 1850 Five Mile Line Road, Penfield, NY 14526, to provide golf starting times for Senior 50’s + program, 5/2/17 - 8/8/17 for a fee of $9.50 per paid participant. Voucher to be submitted on 8/16/17.

Sherry Murray, 76 Chippenham Dr., Penfield, NY 14526, Instructor for Youth, Pre School Programs 1/15/17 - 12/20/17, for a fee of 75% of class revenues. Vouchers to be submitted on monthly basis.

Young Explosives Corporation, PO Box 18653, Rochester, NY 14618, to provide fireworks display Saturday, July 1, 2017 for a fee of $12,000. Voucher to be submitted on 6/7/17.

Frances DeWitte, 3 Bittersweet Circle, Penfield, NY 14526, Coordinator for Penfield Recreation Adult Tennis League, 5/1/17 - 8/31/17, for the fee of 70% of program revenues. Vouchers to be submitted 6/7/17 and 9/20/17.

Shelley Ball, 2014 Five Mile Line Rd., Penfield, NY 14526, Instructor for Adult Zumba, 1/8/17 - 12/20/17 for a fee of 70% of program revenues. Voucher to be submitted on a monthly basis.
(Resolution #17T-055 - Continued)

Sports Officials of the Rochester Area (SORA), c/o Gary Godden, 3 Edmar Ct., Rochester, NY 14467, to provide officials for the Adult Basketball League, 1/15/17 - 4/10/17, for the fee of $28.00 per official per game plus league registration. Vouchers to be submitted each month.

Bushido Kai Judo Club, c/o Heiko Rommelman, 240 Curtice Park, Webster, NY 14580, to supervise and provide instruction for the Bushido Kai Judo programs for youth and adults 1/9/17 - 6/24/17 for the fee of 70% of program revenues. Voucher to be submitted at end of each session.

JJ Schembri, 12 Hidden Meadow, Penfield, NY 14526, Director of Indoor Lacrosse, 1/7/17 – 2/4/17 for a fee of 70% of program revenues. Voucher to be submitted on 2/15/17.

Dave Coin, 280 Liberty Ave., Rochester, NY 14622, Scorekeeper for adult basketball league, 1/15/17 - 4/9/17 for the fee of $15.00 per game. Voucher to be submitted 2/15/17 & 4/5/17.

Moved: Quinn
Seconded: Moore

<table>
<thead>
<tr>
<th>Vote:</th>
<th>Kohl</th>
<th>Absent</th>
<th>LaFountain</th>
<th>Aye</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Metzler</td>
<td>Aye</td>
<td>Moore</td>
<td>Aye</td>
</tr>
<tr>
<td></td>
<td>Quinn</td>
<td>Aye</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Adopted

Old Business - None

New Business - None

Public Participation - None

Adjournment

Supervisor LaFountain moved to adjourn the meeting at 7:19 PM.

Amy Steklof, RMC/CMC
Town Clerk
<table>
<thead>
<tr>
<th>FROM</th>
<th>AMOUNT</th>
<th>TO</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A00-1235-0000-0000</td>
<td>$5,000.00</td>
<td>A00-1235-0001-0011</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>A00-1440-0003-1011</td>
<td>$10,000.00</td>
<td>A00-1440-0001-1011</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>A00-1410-0001-1011</td>
<td>$8,351.59</td>
<td>A00-1410-0001-1011</td>
<td>$8,351.59</td>
</tr>
<tr>
<td>A00-7020-0002-2011</td>
<td>$992.40</td>
<td>A00-7020-0001-1011</td>
<td>$992.40</td>
</tr>
<tr>
<td>A00-6772-0001-1011</td>
<td>$18,000.00</td>
<td>A00-7140-0001-1011</td>
<td>$18,000.00</td>
</tr>
<tr>
<td>A00-7111-0001-1011</td>
<td>$5,000.00</td>
<td>A00-7140-0001-1011</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>A00-1090-0001-1040</td>
<td>$2,166.00</td>
<td>A00-7140-0001-1012</td>
<td>$2,166.00</td>
</tr>
<tr>
<td>A00-7020-0002-2011</td>
<td>$540.00</td>
<td>A00-7620-0001-1012</td>
<td>$540.00</td>
</tr>
<tr>
<td>A00-7160-0001-1040</td>
<td>$700.00</td>
<td>A00-7160-0001-1013</td>
<td>$700.00</td>
</tr>
<tr>
<td>A00-1090-0001-1040</td>
<td>$10,910.96</td>
<td>A00-9060-0001-0003</td>
<td>$10,910.96</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>$88,073.75</td>
<td>Total General Fund</td>
<td>$88,073.75</td>
</tr>
<tr>
<td>DAG-6110-0001-1000</td>
<td>$84,017.00</td>
<td>DAG-6140-0001-1000</td>
<td>$84,017.00</td>
</tr>
<tr>
<td>Total Highway Fund</td>
<td>$54,017.00</td>
<td>Total Highway Fund</td>
<td>$54,017.00</td>
</tr>
<tr>
<td>520-7110-0001-7012</td>
<td>$10,000.00</td>
<td>520-7110-0001-7102</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>520-7110-0001-7012</td>
<td>$1,904.10</td>
<td>520-7110-0001-4011</td>
<td>$1,904.10</td>
</tr>
<tr>
<td>Total Sewer Fund</td>
<td>$11,904.20</td>
<td>Total Sewer Fund</td>
<td>$11,904.20</td>
</tr>
<tr>
<td>Increase Appropriations</td>
<td>Amount</td>
<td>Increase Revenue</td>
<td>Amount</td>
</tr>
<tr>
<td>A00-8772-0002-0002</td>
<td>$9,000.00</td>
<td>A00-8772-0001-0001</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>A00-8772-0002-0002</td>
<td>$1,000.00</td>
<td>A00-8772-0001-0002</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Total Programs for Aging Adjustment</td>
<td>$5,000.00</td>
<td>Total Programs for Aging Adjustment</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>