TOWN OF PENFIELD
3100 Atlantic Avenue, Penfield, NY 14526-9798

TOWN BOARD LEGISLATIVE AGENDA
Wednesday, March 15, 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 – February 15, 2017
VI. Petitions
VII. Resolutions by Function

Law and Finance
17T-079 Appointment of Stephen Ferrara to the Board of Assessment Review
17T-080 Appointment of Temporary Members to the Board of Assessment Review
17T-081 Adoption of Local Law No. 1 of 2017, to be Known as "A Local Law Extending the Moratorium and Prohibition Within the Town of Penfield of Public Golf Course Redevelopment"

Public Works
17T-082 Appointment to Conservation Board
17T-083 Appointment to Watershed Management Committee
17T-084 Authorization for the Supervisor to Sign Access Agreement for 49 Woodfield Drive

Public Safety - None

Community Services
17T-085 Awarding Contract For Printing Program Brochure

VIII. Old Business
IX. New Business
X. Public participation
XI. Executive Session
XII. Next Meeting: (April 5, 2017)
XIII. 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 12, digital 5.12. Question regarding video coverage contact Penfield TV at (585) 340-8661.
The Regular meeting of the Penfield Town Board was held on Wednesday, February 15, 2017 at 7:00 PM at the Penfield Town Hall, 3100 Atlantic Avenue, Penfield, New York.

Present: R. Anthony LaFountain Supervisor
Linda Kohl Councilwoman
Paula Metzler Councilwoman
Andrew Moore Councilman

Also Present: Amy Steklof Town Clerk
Richard Horwitz Town Attorney

Absent: Robert Quinn Councilman

Supervisor LaFountain called the meeting to order – Pledge of Allegiance

Public Hearing #1 To Allow a Nail Salon at 1802 Penfield Road, located in the Four Corners (FC) Zoning District – WITHDRAWN

Supervisor LaFountain noted that the Public Hearing that had been scheduled for this evening’s Legislative Meeting was withdrawn by request of the applicant.

Communications and Announcements

1. The American Red Cross would like to inform the community that there is a shortage of blood donations throughout the U.S. due to cancelled blood drives because of bad weather. To donate blood, please visit www.redcrossblood.org or call 1-800-REDCROSS (1-800-733-2767).

2. On Sunday, February 26, 2017 please join Town Historian, Kathy Kanauer at the Penfield Public Library to learn about “Life in West Penfield.” The free program will run from 2:30 PM to 4:00 PM. To register please visit www.penfieldlibrary.org or call 340-8720.

3. The Town offices will be closed on Monday, February 20, 2017 in observance of President’s Day.

4. County Executive Cheryl Dinolfo has announced Monroe County is partnering with Rochester Works! to bring the “Recruiting Round Rochester on the Road” job fair to the Penfield Public Library on Wednesday, March 8, 2017 from 10:00 AM to 1:00 PM. This event is free and open to the public. For more information please visit www.monroecounty.gov.

5. The Town of Penfield is now accepting entries for its 2017 Memorial Day Essay Contest. All entries must be submitted by Friday, May 12, 2017. For more information please visit www.penfieldrec.org.

6. The Penfield Players will be performing their Winter Readers Theater Show entitled “The Explorer’s Club” on Saturday, February 25, 2017 at 2:00 PM at the Penfield Community Center. For more information please visit www.penfieldplayers.org.

7. 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.

8. The Penfield Rotary will host its annual Euchre Tournament on Sunday, March 12, 2017. Check in is at 2:00 PM at the Legacy, 40 Willow Pond Way. For more information, please visit www.penfieldrotary.org.
Public Participation

Richard Hammann, 1410 Penfield Center Road, thanked the Town Attorney, Town Supervisor and Town Board for their help in maintaining the Commission Ditch. He stated that in 2007 a Drainage Task Force, made up of local farmers and concerned citizens, came before the Town Board to request help in maintaining the Commission Ditch. Since then the Town has cleaned and helped maintain the ditch so that there is a greater difference in water flow. He also mentioned the Town has seen fit to purchase several pieces of equipment to help maintain the ditch by removing debris that has hampered the flow within the ditch. He showed photos of the equipment and areas of the Commission Ditch that have been maintained which has been quite helpful in the drainage effort. He also stated purchasing the equipment has been a great payback for the taxpayers due to the benefits it has provided through proper drainage.

Supervisor LaFountain spoke of a project that the Town had worked on in the past year that has opened up and cleaned up major ditches within the Town. He spoke specifically of work done on Baird Road where there are a lot of bends, twists and turns making the water flow difficult and tough to drain. Erosion has caused problems downstream including issues with water quality. The Town has identified the issues and have gotten permits that allows work to be done in those areas to get the water table down. This helps minimize the impact on basements, sub pumps and the few septic systems we have left in the Town and has been an ongoing effort. Supervisor LaFountain stated that he and Councilwoman Metzler sit on the Watershed Management Committee and help identify what the issues are, and then apply for permits ahead of time so that there is no delay in work. Supervisor LaFountain commended Mark Valentine and his team, and the Department of Public Works for their drainage and cleanup efforts.

Mr. Hammann stated that the Town is worthy of an award due to its Town wide efforts. He went on to say that as he thought about it, that winning elections is the reward and the Town Board, Town Supervisor and Town Clerk have been elected due to their efforts. He believes all will continue to be re-elected based on what he has seen in the positive work that has been done for the Town of Penfield.

Mr. Hammann stated that the ditches and tributaries are pretty well under control. However, many of the culverts under the driveways are covered with leaves and debris. He stated that Town Law requires culverts to be cleared of blockage. He said he will attend the next Watershed meeting and talk about drainage. He also spoke of drainage in the area between NYS RTE 250 and Atlantic Avenue and the farmland to the east and hopes that the Town will address that.

Supervisor LaFountain stated that the Town is currently reviewing that as part of the Mixed Use District in that area, and that MRB Group recently submitted their Draft Environmental Impact Statement. The Town is looking to address that important component.

Mr. Hammann mentioned that Debbie Drawe, Jim Mulley and George Wiedemer all had worked on this issue and deserve recognition for their efforts.

Mr. Hammann commended the Town for its effort in putting out the Town calendar. He encouraged people to pick up a calendar from either the Library, Town Hall or other Town venues. Again, he thanked the Town Board for all they have accomplished.

Supervisor LaFountain thanked Dick Hammann for his help in focusing the Town on addressing drainage in E. Penfield and across the entire Town. He stated that more drainage efforts have been done in the past 10 years than in 20 years prior to that. He stated that the goal is to eliminate flooding, not damage property or negatively impact the septic systems or impact the farm fields. The Town’s commitment is to continue to focus on drainage across the Town.
Lastly, Mr. Hammann also thanked Town Clerk, Amy Steklof for her efforts and what she has done for the Town.

Additions and Deletions to Agenda

Councilman Moore moved to add Resolution #17T-069 to the agenda, Councilwoman Kohl seconded.

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of January 18, 2017 Councilwoman Metzler seconded and all voted “Aye.”

Petitions – None

Resolutions by Function

Law and Finance

#17T-064 Authorization to Attend NYS Town Clerks Association Conference by Moore

WHEREAS, the New York State Town Clerk Association is dedicated to promoting the professional development of Town Clerks across the State as Administrative leaders, and

WHEREAS, the New York State Town Clerks Association’s 35th Annual Conference has been scheduled at the Hyatt Regency in Rochester, New York, April 23 through April 26, 2017, and

WHEREAS, this conference provides vital information from State agency representatives and valuable training sessions on professional development for Town Clerks.

NOW, THEREFORE, BE IT RESOLVED, that Town Clerk, Amy M. Steklof, RMC/CMC and Deputy Clerk, Lisa S. Grosser, RMC are hereby authorized to attend the 2017 New York State Town Clerks Association Conference and the funds to attend this conference are included in the Town Clerk 2017 Budget.

Moved: Moore
Seconded: Kohl

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

Adopted

Public Works

#17T-065 Authorization to Attend Highway Superintendents “Advocacy Day” for Local Roads and Bridges in Albany, NY by Metzler

WHEREAS, the NYS Association of Town and Highway Superintendents (NYSHTSA) and the NYS Association of County Highway Superintendents (NYSCHSA) co-sponsor a “Advocacy Day Campaign” in Albany, NY to advocate for an increased share of the Transportation Funding for “Local Roads and Bridges”, and

WHEREAS, the NYSHTSA/NYSCHSA “Advocacy Day Campaigns” have been very successful in the past at advocating for maintaining our fair share of “Local Roads and Bridges” funding, and

NOW, THEREFORE BE IT RESOLVED, that the Highway Foreman be and hereby is authorized to attend the NYSHTSA/NYSCHSA “Advocacy Day Campaign” for local Roads and Bridges in Albany, NY on Tuesday, March 8 & Wednesday, March 9, 2017 and that all appropriate expenses will be reimbursed, which are budgeted in the 2017 DFW Budget (DAO=5130=0004=4000).
Penfield Town Board, February 15, 2017

(Resolution #17T-065 – Continued)

Moved: Metzler
Seconded: Moore

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

Adopted

#17T-066 Amending the Contract for the Construction of Sanitary Sewers within the Parkview Drive/White Village Drive Area (Ext. 56 to the Consolidated Sanitary Sewer District) by Metzler

WHEREAS, the Town Board has established Extension No. 56 to the Penfield Consolidated Sanitary Sewer District, for the purpose of providing sanitary sewers and appurtenances to 185 properties within the Parkview Drive / White Village Drive Project Area, and

WHEREAS, after a thorough evaluation of all the bids it was determined that the bid received from Fineline Pipeline, Inc. was the low bidder and met the Town's bidding requirements for this project, and

WHEREAS, on February 18, 2015 by resolution 15T-065, the Town Board awarded a contract for construction of sanitary sewers and appurtenances within the Parkview Drive / White Village Drive Project Area, Extension No. 56 Project, in a total bid amount of $1,688,528.00, and

WHEREAS, change orders to the original contract amount are necessary to account for quantity adjustments in the final phase of the project, in an amount not to exceed $19,087.90, and

WHEREAS, the change orders are within the scope of the contingency for the overall project and will not require additional money to bonded, and

NOW, THEREFORE BE IT RESOLVED that the Town Board acting as Commissioners of the Penfield Consolidated Sanitary Sewer District concur that this expansion of the scope of the project is prudent and therefore authorize the increase in contract for Fineline Pipeline Inc., as outlined in change order #5, in an amount not to exceed $19,087.90.

Moved: Metzler
Seconded: Kohl

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

Adopted

#17T-067 Awarding 2017-2021 Yearly Contract for Weekly, Bi-Weekly, Monthly and Once Per Season Turf Mowing by Metzler

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 weekly, bi-weekly, monthly and once per season turf mowing services for the 2017 - 2021 mowing season, and

WHEREAS, on January 20th, 2017 at 11:00 AM local time, the following sealed bids were received, opened and read publicly from the following list of suppliers, and

Rochester Lawn Care Inc.
Brockman Tree and Lawn
WHEREAS, the bid received from Rochester Lawn Care Inc., 1592 Qualtrough Road for the following weekly, bi-weekly, monthly and once per season turf mowing services at a rate of $3,844.42/weekly per pass, $1,075.00/bi-weekly per pass, $705.00/monthly per pass and $1,115.00/once per season was the lowest bid received, which meets or exceeds all of the Town’s bid specifications, and

WHEREAS, the bid received from Rochester Lawn Care, Inc., 1592 Qualtrough Road for the following weekly, bi-weekly, monthly and once per season turf mowing services at a rate of $3,844.41/weekly per pass, $1,075.00/weekly double cut, $1,444.53/bi-weekly per pass, $705.00/monthly per pass and $1,115.00/once per season was the lowest bid received, which meets or exceeds all of the Town’s bid specifications, and (amended)

NOW, THEREFORE, BE IT RESOLVED, that a contract be and hereby is awarded to Rochester Lawn Care Inc., 1592 Qualtrough Road, Penfield, New York for complete weekly, bi-weekly, monthly and once per season turf mowing. The Town’s specifications, this resolution and the bid submitted by Rochester Lawn Care Inc. shall constitute as the contract, to be reviewed and approved by the Town Attorney.

Moved: Metzler
Seconded: Moore

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Adopted

Public Safety - None

Community Services

#17T-068 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:

Big Green Van Entertainment, 93 Harvest Rd., Fairport, NY 14450 to provide Zac Brown Tribute Band, Saturday, 7/15/17 7:00 PM - 9:00 PM for a fee of $4500.00. Voucher for deposit in the amount of $1500.00 to be submitted on 3/1/17 and balance of $3000.00 voucher to be submitted on 6/21/17.

James Warlick, 3104 Elmwood Ave # 5, Rochester, NY 14618 to provide Dog House music entertainment for Penfield Independence Holiday Celebration Saturday, 7/1/17, for a fee of $1200.00. Voucher to be submitted on 6/7/17.

Steve Grills, 61 Linden Street, Rochester, NY 14620, to provide entertainment "Steve Grills and the Roadmasters" Saturday, September 16, 2017 for "Tastin’ the Blues" for a fee of $1,550.00. Voucher to be submitted on 8/16/17.

Moved: Kohl
Seconded: Metzler

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Adopted
Old Business – None

New Business

17T-069 Authorization for Town Supervisor to Sign a Memorandum of Agreement with the Town of Irondequoit Regarding Use of Town Equipment by Moore

BE IT RESOLVED, that the Supervisor is hereby authorized to sign a Memorandum of Agreement with the Town of Irondequoit regarding the Irondequoit Department of Public Works use of Town of Penfield equipment. Said Memorandum is to be reviewed and approved by the Town Attorney.

Moved: Moore
Seconded: Kohl

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

Adopted

Public Participation – None

Executive Session – None

Next Meeting – March 1, 2017

Adjournment

Supervisor LaFountain moved to adjourn the meeting at 7:48 PM.

Amy Steklof, RMC/CMC
Town Clerk