TOWN BOARD ORGANIZATIONAL MEETING AGENDA

Wednesday, January 03, 2018, 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 6, 2017
VI. Petitions
VII. Resolutions by Function

Law and Finance
18T-001 Adoption of Town Board Rules of Procedure for 2018
18T-002 Authorization for Town Supervisor to Sign a Professional Service Contract with Edwin A. Summerhays
18T-003 Banking Arrangements for the Town of Penfield for 2018
18T-004 Authorization for the Town Comptroller to Attend the Annual Meeting of the NYSGFOA
18T-005 Setting 2018 Salary for Chairs and Members of the Planning, Zoning, Conservation and Historic Preservation Boards
18T-006 Bonding of Town Officials and Employees
18T-007 Authorization for Contract with Counsel to Town Attorney
18T-008 Authorization to Sign Contract with Court Stenographer
18T-009 Authorization for Town Supervisor to Sign a Professional Service Contract with Barton and Loguidice for Environmental Services for 2018
18T-010 Appointments to Ethics Board
18T-011 Employee Handbook Revisions
18T-012 Setting Holidays for Non-Union Employees for 2018
18T-013 Setting Holidays for Union Employees for 2018
18T-014 Naming of a Labor Relations Consultant to the Town of Penfield
18T-015 Setting Rate for Reimbursement of Mileage
18T-016 Monthly Reports to Town Board
18T-017 Authorization for Supervisor to Re-new the Agreement with the North East Quadrant Advanced Life Support, (NEQALS), Inc.
18T-018 Designation of Official Newspapers for 2018
18T-019 Town Membership in Various Organizations in 2018
18T-020 Continuation of Petty Cash Funds
18T-021 Appointments to the Planning Board
18T-022 Appointment of Chair to the Planning Board
18T-023 Appointment of Town Comptroller
18T-024 Adoption of Wage and Salary Schedule and Appointment of Officials and Employees for 2018
18T-025 Appointment to Zoning Board of Appeals
18T-026 Appointment of Chair – Zoning Board of Appeals

Public Works
18T-027 Naming of Landscape Consultant to the Town of Penfield
18T-028 Setting Sewer Entrance Fees for 2018
18T-029 Appointments to Energy & Environmental Advisory Committee
18T-030 Appointments to the Watershed Management Committee
18T-031 Appointments to Conservation Board
18T-032 Appointment of Chair – Conservation Board
18T-033 Appointment to Historic Preservation Board
18T-034 Appointment of Chair to Historic Preservation Board
18T-035 Naming of an Architectural Consultant to the Town of Penfield
18T-036 Authorization to Sign a Beaver Trapping Agreement with Donald C. Newcomb
18T-037 Purchase of a 2018 Chevrolet Silverado 2500HD Pickup Truck
18T-038 Purchase of a 2018 Ford F-150 XL Pickup Truck
18T-039 Purchase of a 2018 Ford F-350 XL Pickup Truck
18T-040 Purchase of a 2018 Ford F-550 XL Pickup Truck
18T-041 Purchase of a 2018 Ford F-750 Crew Cab Dump Truck
18T-042 Purchase of a 2018 Ford Transit Connect Van
18T-043 Purchase of a 2019 Mack Granite 64 FR 10-Wheel Dump Truck with Plow and Wing
18T-044 Authorizing the Supervisor to Sign an Agreement with BME Associates for Land Surveying Services Relating to the Acquisition of the Shadow Pines Property

Public Safety
18T-045 Authorization of Temporary Assignment of Judges
18T-046 Court Enforcement Officer Appointment
18T-047 Appointment of Town Veterinarian

Community Services
18T-048 Authorization for Supervisor to Sign Contract for Daytons Corners School Coordinator
18T-049 Appointments to the Library Board
18T-050 Appointments to the Local History Room Advisory Committee
18T-051 Authorization for Supervisor to Sign Penfield Community Television Contract
VIII. Old Business
IX. New Business
X. Public Participation
XI. Executive Session
XII. Next Meeting: January 17, 2018
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.
A duly called Special Organizational Meeting of the Penfield Town Board was held on Wednesday, January 3, 2018 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  
Robert Quinn    Councilman  

Also Present:  Amy Steklof    Town Clerk  
Richard Horwitz    Town Attorney  
Margaret Revelle    Tax Receiver  

Supervisor LaFountain called the meeting to order - The Pledge of Allegiance.

Communications and Announcements

1. As provided for in New York State Town Law, Town Clerk Amy Steklof made the following appointments:
   
   - Deputy Town Clerk    Lisa S. Grosser, RMC  
   - Office Clerk III    Susan M. Scheidt  

   On behalf of Tax Receiver Margaret Revelle, Town Clerk Steklof made the following appointment.
   
   - Office Clerk III    Lisa Gaspar  

2. Please be mindful of neighborhood fire hydrants. The Adopt-a-Hydrant program allows citizens to claim responsibility for shoveling out fire hydrants by clearing three (3) feet of snow and ice from a hydrant. This allows quick and easy access by first responders. Our volunteer firefighters thank you in advance for your help.

3. Home heating systems have an air intake and exhaust pipe that when blocked can cause significant damage to your system and can cause harm to people and animals. Because of these reasons it is important to keep your exhaust vent clear.

4. The Department of Public Works is accepting non-artificial trees for recycling at the highway garage located at 1607 Jackson Road.

5. Supervisor LaFountain spoke of the swearing-in ceremony that occurred prior to the Organizational meeting and recognized elected officials, Paula Metzler, Town Councilwoman, Andy Moore, Town Councilman, Town Clerk, Amy M. Steklof, RMC/CMC and Town Justice, Jim Mulley who were sworn into office this evening. Supervisor LaFountain had been sworn in earlier in the day by judge Donald Mark.

Supervisor LaFountain also recognized New York State Supreme Court Justice, Matthew A. Rosenbaum who was attending the Organizational meeting after swearing in his sister, Town Clerk, Amy M. Steklof.

6. As provided for in the New York State Town Law, Supervisor R. Anthony LaFountain made the following appointments and assignments.

   **One Year Term:**
   - Deputy Town Supervisor:  Andy Moore  

   **Two Year Term:**
   - Confidential Admin    Anna Knapton  
   - Town Attorney    Richard Horwitz  
   - Town Historian    Kathy Kanauer  
   - Tax Receiver    Margaret Revelle
The following Town Board Committees will be established at the Organizational meeting with the Chairperson as indicated:

- Community Services: Linda Kohl
- Law & Finance: Andy Moore
- Public Safety: Rob Quinn
- Public Works: Paula Metzler

The following Town Board Liaison to other Boards and organizations are effective for 2018:

- Ambulance (Penfield Vol. /NEQALS): Rob Quinn
- Board of Assessment Review: Tony LaFountain
- Community TV: Andy Moore
- Conservation Board: Paula Metzler
- Energy & Environment Advisory Committee: Tony LaFountain
- Fire Districts: Quinn/LaFountain
- Friends of Dayton Corners School House: Linda Kohl
- Health & Wellness Committee: Tony LaFountain
- Historic Preservation Board: Paula Metzler
- Allen's Creek Homeowners Association: Town Board
- East Penfield Homeowners Association: Town Board
- Justice Courts: Paula Metzler
- Library Board: Linda Kohl
- Local History Room Advisory Board: Linda Kohl
- Monroe County Sheriff: Quinn/LaFountain
- New York State Police: Quinn/LaFountain
- Penfield Business Chamber: Tony LaFountain
- Penfield Little League: Andy Moore
- Penfield Symphony Orchestra: Linda Kohl
- Penfield Youth Council: Rob Quinn
- Planning Board: Tony LaFountain
- School Districts: Kohl/LaFountain
- Senior Citizens: Tony LaFountain
- Transportation Committee: Andy Moore
- Veteran Organizations: Rob Quinn
- Zoning Board: Paula Metzler

7. The Town offices will be closed Monday, January 15, 2018 in observance of Martin Luther King Day.

8. The Penfield Trails Committee will be sponsoring a free guided hike at Ellison Park on Saturday, January 13, 2018 from 10:00 AM to Noon. Participants are encouraged to pre-register by contacting the Penfield Recreation Department at 340-8655.

9. Councilwoman Kohl's next Community Chat will be held on Tuesday, January 16, 2018 from 5:30 PM to 7:00 PM at the Penfield Library, 1985 Baird Road.

Public Participation

Bob Peterson, 1931 Clark Road, gave background about himself and stated he is concerned about the future of the Shadow Pines parcels. He read a statement into the record (see attachment at end of minutes).

Tim Murphy, 48 Corral Drive, inquired on the status of the Shadow Pines negotiations. He spoke about his concerns in relation to the quarry and asked the Town Supervisor to place weekly updates pertaining to Shadow Pines in his column.
Supervisor LaFountain stated that updated information is consistently placed on the Town’s website.

(Public Participation – Continued)

Mr. Murphy shared with the Town Board a “Save Shadow Pines” Information Brochure. He stated he would be willing to help the Town Board push this information out to the community.

Supervisor LaFountain stated the Town still does not have a signed sales agreement, but continues with good faith negotiations.

Bill Sullivan, 1899 Clark Road, stated he supports the Shadow Pines Brochure and would like Mr. Murphy to get the Town Board to support the information brochure. He offered to make copies of the brochure. Mr. Sullivan asked if the Town Board was aware that Neil Madden would like housing placed on the Shadow Pines property.

Councilman Moore stated that he had pointed out at a previous meeting that Mr. Madden had sent a memo to the Town Board and members of the Moratorium Committee entitled “An Alternate Point of View” that included what he believed would be in the Town’s long term interest to have a large residential development of 210 +/- acres on the Shadow Pines parcel.

Mr. Sullivan stated that he hopes the community can pull together and make sure a residential development does not end up on that property.

Supervisor LaFountain stated that the key will be to get all the facts and details out through multiple services, to the residents that have the opportunity to vote. He also stated that any information the Town puts out will be on Town letterhead.

Carol Samuel, 27 Huntington Meadow, stated she had heard from neighbors that the Town had already purchased Shadow Pines. She wants to make sure everyone knows that is not true and would like the Town to make sure everyone has all of the facts.

Ms. Samuel asked who is allowed to participate in the referendum vote.

Town Attorney, Dick Horwitz stated that the person would have to be a citizen of the United States, has lived in the Town of Penfield for at least 30 days prior to the vote and is at least 18 years old at the time of the vote.

Mel Callan, 1410 Harris Road, stated she would have liked the timeline for the Shadow Pines project made available earlier than December 5, 2017. She hopes with future projects that a timeline would be made available from the beginning of the projects so that residents can see what is happening from the very beginning.

Supervisor LaFountain stated he would be happy to sit down with Ms. Callan to go over the timeline and process.

Supervisor LaFountain stated he is focusing on getting a purchase sales agreement in place as soon as possible and then can take the next steps with getting the environmental component done as well as all notifications and information out to the public within the short timeframe.

Councilwoman Metzler stated she is concerned that there is no signed purchase and sales agreement and therefore there is no guarantee that the seller won’t walk away from the negotiations.

Ms. Callan asked Councilman Moore if there is a PCTV Advisory Board. She pointed out that the last agenda posted on the website for that board was in 2011. She would like to see that board become active again.

Supervisor LaFountain stated there has not been a PCTV Advisory Board for a number of years due to the fact that there did not seem to be much interest even though a lot of effort was put forth by the PCTV team. He stated that Councilman Moore and Supervisor LaFountain get together with PCTV as needed.
Laurie MacCallan Rayner, 1915 Clark Road, stated she is in agreement with everything that has been said.

Additions and Deletions to Agenda

Councilman Moore moved to add Resolution #18T-052, Councilwoman Kohl seconded.

Approval of Minutes

Councilman Moore moved to approve the Minutes of December 6, 2017, Councilwoman Kohl seconded and all voted “Aye.”

Petitions - None

Resolutions by Function

Law and Finance

#18T-001 Adoption of Town Board Rules of Procedure for 2018 by Moore

WHEREAS, pursuant to New York State Law, the Town Board has the ability to establish Rules of Procedure for their meetings;

NOW, BE IT RESOLVED, that the Rules of Procedure annexed hereto are hereby adopted, and

BE IT FURTHER RESOLVED, that a copy of the Rules of Procedure be available to the public on request from the Town Clerk, and that the Town Clerk will have available prior to each Town Board meeting a copy of the Rules of Procedure for review and inspection.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-002 Authorization for Town Supervisor to Sign a Professional Service Contract with Edwin A. Summerhays by Moore

BE IT RESOLVED, that Edwin A. Summerhays is named a consultant for the Town of Penfield, and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract with Edwin Summerhays for surveying services as outlined in a letter, filed with the Town Clerk. This letter includes a schedule of fees for various services provided by Edwin Summerhays as a Consultant to the Town of Penfield for 2018, and

BE IT FURTHER RESOLVED, that the Town Board reserves the option to assign specific projects to internal staff and to other qualified surveyors in addition to Edwin Summerhays as necessary to represent the Town. Such other qualified firms will be compensated for the business referred to them during 2018 at an agreed upon fee depending on the nature of the services performed.

Moved: Moore
Seconded: Kohl

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

Adopted
BE IT RESOLVED, that the various accounts and other banking arrangements as listed below be continued:

CHECKING ACCOUNTS

Town Justice Account (2)          M&T Bank
General Consolidated Account (including amounts for other funds) M&T Bank
Trust and Agency Account          M&T Bank
Debt Service Fund & Capital Account M&T Bank
Town Clerk Account                M&T Bank
Town Clerk Account #2              M&T Bank
Receiver of Taxes Account         M&T Bank
Receiver of Taxes Refund Account  M&T Bank
Town of Penfield Checking Account Key Bank

SAVINGS ACCOUNTS

F.F. Hagreen Bequest              M&T Bank
Town of Penfield Money Market     M&T Bank
Town of Penfield Money Market     Key Bank

Moved: Moore
Seconded: Kohl

Vote: Kohl Aye LaFountain Aye Metzler Aye Quinn Aye

Adopted

#18T-004 Authorization for the Town Comptroller to Attend the Annual Meeting of the NYSGFOA by Moore

WHEREAS, the Town Comptroller is a member of the New York State Government Finance Association, and

WHEREAS, the annual meeting will benefit the Town of Penfield,

NOW, BE IT RESOLVED, that Barbara Chirdo, Town Comptroller, be hereby authorized to attend the NYS Government Finance Officers Association Conference in Albany, New York. All reasonable expenses will be reimbursed upon submission of proper voucher with supporting documents. Funds have been budgeted in the 2018 budget.

Moved: Moore
Seconded: Kohl

Vote: Kohl Aye LaFountain Aye Metzler Aye Moore Aye
Penfield Town Board, January 3, 2018

Quinn Aye

Adopted

#18T-005  Setting 2018 Salary for Chairs and Member of the Planning, Zoning, Conservation and Historic Preservation Boards by Moore

BE IT RESOLVED, that the following annual salaries to be paid in twelve (12) equal monthly installments be in force for 2018:

Chair, Planning Board $3,439
Member, Planning Board 2,544

Chair, Zoning Board 2,913
Member, Zoning Board 2,018

Chair, Conservation Board 1,783
Member, Conservation Board 868

Chair, Historic Preservation Board 1,379
Member, Historic Preservation Board 481

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-006  Bonding of Town Officials and Employees by Moore

BE IT RESOLVED, that the following be bonded as to form, amount and sufficiency as to the surety for the year 2018.

Supervisor $500,000
Deputy Supervisor $500,000
Receiver of Taxes and Deputy Receiver of Taxes $500,000
Town Comptroller $500,000
Town Clerk and Deputy Town Clerk $100,000
All other Town employees and officials $100,000
Blanket coverage per claim $400,000

AND, BE IT FURTHER RESOLVED, that the Supervisor is authorized and directed to insure that this coverage is in force with the carrier currently engaged by the Town.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-007  Authorization for Contract with Counsel to Town Attorney by Moore

WHEREAS, the Town desires to continue with the law office of McConville, Considine, Cooman & Morin, PC as Counsel to the Town Attorney and to pay their office a retainer for the duties specified and to pay an additional hourly fee for representing the Town in actions against various Town Boards, Officials and Employees, said fees to be approved by the Town Attorney, and
NOW, BE IT RESOLVED, that the Supervisor is authorized to sign a contract with McConville, Considine, Cooman & Morin, PC for 2018 under the following conditions:

(Resolution #18T-007 - Continued)

1. To be covered by a retainer to be paid in equal monthly installments:
   
a. Attend Planning Board and Zoning Board of Appeals meetings.
   
b. Prepare/assist in preparation of resolutions of the Planning Board and Zoning Board of Appeals.
   
c. Handle first three hours of all court actions assigned by the Town Attorney.
   
d. Assist at the request of the Town Attorney in ordinance and local law preparation and review.
   
e. Render legal advice to the Planning Board, Zoning Board of Appeals, Historical Preservation Board and Conservation Board.
   
f. Assume all duties of the Town Attorney in his absence.

2. Additional work may be assigned by the Town Board and/or the Town Attorney and will be paid per hour after the first three hours of any case. Cases may include tax certiorari, civil service, labor, Article 78/Declaratory Judgement and all court action against Town Boards and Employees.

Moved: Moore  
Seconded: Kohl  

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

Adopted

#18T-008 Authorization to Sign Contract with Court Stenographer by Moore

BE IT RESOLVED, that the Supervisor is hereby authorized to sign a contract with Edie Forbes as Court Stenographer for Bench and Jury Trials effective January 1, 2018 to December 31, 2018, unless earlier terminated by either of the parties. Form of contract to be acceptable to Town Attorney. Funds are appropriated in the 2018 Budget.

Moved: Moore  
Seconded: Kohl  

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

Adopted

#18T-009 Authorization for Town Supervisor to Sign a Professional Service Contract with Barton and Loguidice for Environmental Services for 2018 by Moore

BE IT RESOLVED, that Barton and Loguidice, 443 Electronics Parkway, Liverpool NY 13088, is named a consultant for environmental projects within the Town of Penfield, and
Penfield Town Board, January 3, 2018

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract with Barton and Loguidice, as outlined in a letter, filed with the Town Clerk. This letter includes a schedule of fees for various services provided by Barton and Loguidice, as Environmental Consultant to the Town of Penfield for 2018, and

BE IT FURTHER RESOLVED, that the Town Board reserves the option to assign specific projects to internal staff and to other qualified firms in addition to Barton and Loguidice as necessary to represent the Town. Such other qualified firms will be compensated for the business referred to them during 2018 at an agreed upon fee depending on the nature of the services performed.

(Resolution #18T-009 – Continued)

Moved: Moore  
Seconded: Kohl

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

Adopted

#18T-010  Appointments to Ethics Board by Moore

WHEREAS, Town of Penfield Local Law #1 of 1970 provides for the establishment of an Ethics Board to perform duties as defined in this Local Law,

NOW, BE IT RESOLVED, that the following be appointed to the Ethics Board with a term expiring December 31, 2018:

Tracey Easterly, HR Director, Town of Penfield  
John Hanratty  
Steve Pellow

Moved: Moore  
Seconded: Kohl

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

Adopted

#18T-011 Employee Handbook Revisions by Moore

WHEREAS, the Penfield Town Board adopted an Employee Handbook on January 3, 1989 and the Board is committed to keeping this information up to date,

NOW, THEREFORE, BE IT RESOLVED, that the attached revisions, additions and deletions are approved for inclusion in the Employee Handbook effective January 1, 2018.

Moved: Moore  
Seconded: Kohl

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

Adopted

#18T-012 Setting Holidays for Non-Union Employees for 2018 by Moore

BE IT RESOLVED, that the following dates are to be observed as holidays in 2018 for Non-Union employees in accordance with the policy on holidays as written in the Employee's Handbook.
Monday, January 1 New Year’s Day
Monday, January 15 Martin Luther King Day
Monday, February 19 Presidents’ Day
Friday, March 30 Good Friday
Monday, May 28 Memorial Day
Wednesday, July 4 Independence Day
Monday, September 3 Labor Day
Monday, October 8 Columbus Day
Monday, November 12 Veterans’ Day
Thursday, November 22 Thanksgiving
Friday, November 23 Thanksgiving Floater
Tuesday, December 25 Christmas

(Resolution #18T-012 - Continued)

BE IT FURTHER RESOLVED, that the floating holiday will be observed on Monday, December 24, 2018.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-013 Setting Holidays for Union Employees for 2018 by Moore

BE IT RESOLVED, that the following dates are to be observed as holidays in 2018 for Union employees in accordance with the policy on holidays as written in the Employee's Handbook.

Monday, January 1 New Year’s Day
Monday, January 15 Martin Luther King Day
Monday, February 19 Presidents’ Day
Friday, March 30 Good Friday
Monday, May 28 Memorial Day
Wednesday, July 4 Independence Day
Monday, September 3 Labor Day
Monday, October 8 Columbus Day
Monday, November 12 Veterans’ Day
Thursday, November 22 Thanksgiving
Tuesday, December 25 Christmas

BE IT FURTHER RESOLVED, that the floating holidays will be observed on Thursday, July 5, 2018 and Friday, November 23, 2018.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-014 Naming of a Labor Relations Consultant to the Town of Penfield by Moore

BE IT RESOLVED, Harris Beach, PLLC, be named Labor Relations Consultant for the Town of Penfield, and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract with Harris Beach, PLLC, Attorneys at Law, 99 Garnsey Road, Pittsford, NY
for an agreed upon fee depending on the nature of services rendered, to be approved by the Town Attorney; and

BE IT FURTHER RESOLVED, that the Town Board reserves the option to assign specific Labor Relation Consulting to internal staff and to other qualified Labor Consultants in addition to Harris Beach, necessary to represent the Town. Such other qualified firms will be compensated for the business referred to them during 2018 at an agreed upon fee depending on the nature of the services performed.

Moved: Moore
Seconded: Kohl

Adopted

#18T-015 Setting Rate for Reimbursement of Mileage by Moore

BE IT RESOLVED, that pursuant to Town Board Resolution #288 of May 1, 1978, which sets a policy regarding reimbursement to Town officials and employees who travel by private vehicle on Town business, that the rate of reimbursement for 2018 be .545 per mile, which is consistent with current Internal Revenue Service guidelines, with tolls and parking in addition to mileage allowance.

BE IT FURTHER RESOLVED, mileage will only be reimbursed in instances where a Town vehicle is not available and with pre-approval of the Town Supervisor.

Moved: Moore
Seconded: Kohl

Adopted

#18T-016 Monthly Reports to Town Board by Moore

BE IT RESOLVED, that all Department Heads, including the Town Attorney, shall submit a written monthly report to the Town Board by the 10th of each following month. Reports should summarize progress in accomplishing approved priorities and goals and identify areas that may warrant special attention by the Town Board. Reports should also include a brief summary of major activities.

Moved: Moore
Seconded: Kohl

Adopted

#18T-017 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: Kohl
Penfield Town Board, January 3, 2018

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

Adopted

#18T-018  Designation of Official Newspapers for 2018 by Moore

BE IT RESOLVED, that the Penfield Post, Democrat & Chronicle and/or the Daily Record be designated as the official newspapers for the Town of Penfield for publication of notices, resolutions, local laws and ordinances.

Moved: Moore
Seconded: Kohl

(Resolution #18T-018 - Continued)

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

Adopted

#18T-019  Town Membership is Various Organizations in 2018 by Moore

BE IT RESOLVED, that the following memberships for the Town of Penfield are hereby authorized for 2018 at the current annual dues:

1. Alliance for Community Media - Northeast, New York and US (ACM)
2. American Association for State & Local History
3. American Planning Association
4. American Public Works Association
5. American Society of Civil Engineers
6. Association of Public Historians of New York State
7. Cooperative Extension of Monroe County
8. Finger Lakes Building Officials Association
9. Genesee Valley Parks and Recreation Society
10. GIS/SIG Genesee/Finger Lakes Region
11. International Association of Assessing Officers (IAAO)
12. Landmark Society of Western New York
13. Monroe County Assessors Association
14. Monroe County Association of Town Clerks, Tax Receivers and Collectors
15. Monroe County Association of Town Superintendents of Highways
16. Monroe County Court Clerks Association
17. Monroe County Fire Marshals and Inspectors Association
18. Monroe County Historians Association
19. Monroe County Magistrates Association
20. Monroe County Storm Water Coalition
21. Monroe County Supervisors Association
22. Monroe County Town Finance Association
23. National Association of Telecommunications Officers and Advisors
24. National Government Finance Association
25. National Public Employees Labor Relations Association
27. National Recreation and Parks Association
28. National Trust for Historic Preservation
29. New York State Archives & Government Appointed Historians
30. New York State Assessors Association (NYSAA)
31. New York State Association of Tax Receivers and Collectors
32. New York State Association of Town Highway Superintendents
33. New York State Association of Towns
34. New York State Building Officials Conference
35. New York State Court Clerks Association
36. New York State Fire Marshals and Inspectors Association
37. New York State Institute of Assessing Officers (IAO)
38. New York State Government Finance Officers Association
39. New York State Magistrates Association
40. New York State Recreation and Park Society
41. New York State Public Employees Labor Relation Association
42. New York State Town Clerks Association
43. New York State Turf Grass Association
44. New York State Water Environment Association
45. New York State Wildlife Management Association
46. NYS Floodplain & Storm Water Managers Association
47. NYS Government Finance Officers Association
48. Penfield Business Chamber
49. Society of Broadcast Engineers (SBE)
50. Society for Human Resource Management
51. Youth Services Quality Council of Rochester & Monroe County
52. Western New York Chapter Appraisal Institute
53. New York Association of Local Government Records Officers, (NYALGRO)

(Resolution #18T-019 - Continued)

Moved: Moore  
Seconded: Kohl

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

Adopted

#18T-020 Continuation of Petty Cash Funds by Moore

BE IT RESOLVED, that the following petty cash funds are authorized in 2018 as follows:

- Town Supervisor $100.00
- Recreation Department $250.00
- Director of Public Works $200.00
- Town Clerk $200.00
- Receiver of Taxes $200.00

AND, BE IT FURTHER RESOLVED, that the policy established by the Town Board Resolution #66 of February 4, 1980 and last revised January 3, 2018, with the adoption of this resolution, continues to apply and all persons affected should have a copy of that Policy so they may be familiar with it to insure compliance.

Moved: Moore  
Seconded: Kohl

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

Adopted

#18T-021 Appointments to the Planning Board by Moore

BE IT RESOLVED, that Allyn Hetzke, Jr., Bill Bastian and Terence Tydings be appointed to the Penfield Planning Board, for a three year term expiring December 31, 2020 at an annual salary as established by the Town Board.

Moved: Moore  
Seconded: Kohl
Vote:  Kohl  Aye   LaFountain  Aye
       Metzler  Aye   Moore  Aye
       Quinn  Aye

Adopted

#18T-022  Appointment of Chair to the Planning Board
by Moore

BE IT RESOLVED, that Allyn Hetzke, Jr. be appointed Chair of the Planning
Board for the year 2018, at an annual salary as established by the Town
Board.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-023  Appointment of Town Comptroller
by Moore

BE IT RESOLVED, that Barbara E. Chirdo, MPA, be appointed Town Comptroller at
an annual salary as established by the Town Board.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-024  Adoption of Wage and Salary Schedule and Appointment of Officials
and Employees for 2018
by Moore

BE IT RESOLVED, that the Town Board hereby adopts the Wage and Salary
Schedules effective January 1, 2018. A listing of all Town Board approved
positions for 2018, appointed officials, employees and their salaries is
available in the Human Resources Department.

Moved: Moore
Seconded: Kohl

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

Adopted

#18T-025  Appointment to Zoning Board of Appeals
by Moore

BE IT RESOLVED, that Michael Belgiorno be appointed to the Zoning Board of
Appeals for a three year term expiring December 31, 2020, at an annual
salary as established by the Town Board.

Moved: Moore
Seconded: Kohl

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

#18T-026 Appointment of Chair - Zoning Board of Appeals by Moore

BE IT RESOLVED, that Daniel DeLaus be appointed Chair of the Zoning Board of Appeals, for the year 2018 at an annual salary as established by the Town Board.

Moved: Moore
Seconded: Kohl

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

Adopted

Public Works

#18T-027 Naming of Landscape Consultant to the Town of Penfield by Metzler

BE IT RESOLVED, that Bruce Zaretsky & Associates, 1965 Watson Hulburt Road, Penfield, NY 14502 be named Landscape Consultant for the Town of Penfield, and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract with Bruce Zaretsky & Associates, as outlined in a letter, filed with the Town Clerk. This letter includes a schedule of fees for various services provided by Bruce Zaretsky & Associates, as Landscape Consultant to the Town of Penfield for 2018, and

BE IT FURTHER RESOLVED, that the Town Board reserves the option to assign specific projects to internal staff and to other qualified landscape architectural firms in addition to Bruce Zaretsky & Associates as necessary to represent the Town. Such other qualified firms will be compensated for the business referred to them during 2018 at an agreed upon fee depending on the nature of the services performed.

Moved: Metzler
Seconded: Moore

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

Adopted

#18T-028 Setting Sewer Entrance Fees for 2018 by Metzler

WHEREAS, the Town Board established a Sewer Entrance Fee schedule for the Town of Penfield by adoption of Resolution #184 of 1979, and

WHEREAS, the Town of Penfield will collect a portion of these Sewer Entrance Fees for Monroe County Pure Waters, and

WHEREAS, these Sewer Entrance Fees shall be used to offset administrative expenses incurred through setting up new sewer accounts,
NOW, THEREFORE, BE IT RESOLVED, that the current Sewer Entrance Fee rate of
$500 for residential properties and $600 for commercial properties will be
extended through 2018, and

BE IT FURTHER RESOLVED, that the Town will remit $250 for each residential
property and $350 for each commercial property to Monroe County Pure Waters.

Moved: Metzler
Seconded: Moore

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

Adopted

#18T-029 Appointments to Energy & Environmental Advisory Committee
by Metzler

BE IT RESOLVED, that the following be appointed to the Penfield Energy and
Environmental Advisory Committee for term ending on December 31, 2018

Chairman: Supervisor LaFountain

Members: Cynette Cavaliere
         Robert Kanauer, Jr.
         Matthew Piston
         Marisa Zwick

(Resolution #18T-029 - Continued)

Town of Penfield Staff:

Phyllis Ely, Public Relations
Sabrina Renner, Recreation Dept.
Mark Valentine, Town Engineer
Jim Kreckman, Facilities Dept.
Sarah Clauser, Engineering Dept.

Moved: Metzler
Seconded: Moore

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

Adopted

#18T-030 Appointments to the Watershed Management Committee by Metzler

WHEREAS, the Town of Penfield has established a Watershed Management
Committee to identify maintenance needs and erosion issues for its network
of open watercourses, and

NOW, THEREFORE, BE IT RESOLVED, that the following persons be appointed to
this committee for a term expiring December 31, 2018:

Mark Valentine, Chair Town of Penfield Engineer
Eric Tait Town of Penfield DPW
Mike O’Connor Town of Penfield Engineering Dept.
Bob Mohr Town of Penfield DPW
Edward Freeman
Michael Guyon
Harold Mellars
Mike Simon
Al Broccolo

Moved: Metzler
Penfield Town Board, January 3, 2018

Adopted

#18T-031 Appointments to Conservation Board by Metzler

BE IT RESOLVED, that the following be appointed to the Conservation Board with a term ending on December 31, 2018 at an annual salary as established by the Town Board:

James Almstead
Jeffrey Bartocci
Rosanne Cohen
Burton Gorton
Patricia Schichler
J. Noel Schlageter
Paul Sugnet
Mark Wood
Matthew Piston

Moved: Metzler
Seconded: Moore

Adopted

#18T-032 Appointment of Chair - Conservation Board by Metzler

BE IT RESOLVED, that James Almstead, be appointed Chair of the Penfield Conservation Board for a term of one year expiring December 31, 2018, at an annual salary as established by the Town Board.

Moved: Metzler
Seconded: Moore

Adopted

#18T-033 Appointment to Historic Preservation Board by Metzler

BE IT RESOLVED, that Joan Belgiorno be appointed to the Historic Preservation Board for a term expiring December 31, 2022 at an annual salary as established by the Town Board.

Moved: Metzler
Seconded: Moore

Adopted

#18T-034 Appointment of Chair to Historic Preservation Board by Metzler

BE IT RESOLVED, that Joan Belgiorno be appointed Chair of the Historic Preservation Board for the year 2018 at an annual salary as established by the Town Board.
Moved: Metzler  
Seconded: Moore

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

Adopted

#18T-035  Naming of an Architectural Consultant to the Town of Penfield
by Metzler

BE IT RESOLVED, that Plan Architectural Studio, P.C. High Falls Building,  
Suite 102, 4 Commercial Street, Rochester, NY 14614 be named an  
Architectural Consultant for the Town of Penfield, and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract  
with Plan Architectural Studio, PC, as outlined in their letter, on file  
with the Town Clerk, which includes a schedule of fees for various services  
provided by Plan Architectural Studio, PC, as an Architectural Consultant to  
the Town of Penfield for 2018, and

BE IT FURTHER RESOLVED, that the Town Board reserves the option to assign  
specific projects to internal staff and to other qualified architectural  
firms in addition to Plan Architectural Studio, P.C. as necessary to  
represent the Town. Such other qualified firms will be compensated for the  
business referred to them during 2018 at an agreed upon fee depending on the  
nature of the services performed.

Moved: Metzler  
Seconded: Moore

(Resolution #18T-035 - Continued)

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

Adopted

#18T-036  Authorization to Sign a 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 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 year agreement acceptable to the Town Attorney  
beginning January 1, 2018 through December 31, 2018 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: Moore
Adopted

#18T-037 Purchase of a 2018 Chevrolet Silverado 2500 HD Pickup Truck
by Metzler

WHEREAS, the Director of Public Works desires to purchase one 2018 Chevrolet Silverado 2500HD Dbl Cab 4x4 8.0’ Box with Back Rack, light bar, and rear liftgate, from DCMO Bid # 2017-139, Item # 12B, from Joe Basil Chevrolet Inc, 5111 Transit Road, Depew, NY, for a total cost of approximately $32,794.11; and

WHEREAS, the total funds of approximately $32,794.11 for said purchases are budgeted in the 2018 Facilities Department Budget (A00-1620);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle with Back Rack, light bar, and rear liftgate attachments.

Moved: Metzler
Seconded: Moore

Adopted

#18T-038 Purchase of a 2018 Ford F-150 XL Pickup Truck
by Metzler

WHEREAS, the Director of Public Works desires to purchase one 2018 Ford F-150 XL Super Cab 4x4 6.5’ Box, from Onondaga Bid # 8771 2018, Quote #26000 from Van Bortel Ford, 71 Marsh Road, East Rochester, NY, for a total cost of approximately $28,908.95; and

WHEREAS, the total funds of approximately $28,905.95 for said purchases are budgeted in the 2018 Building Department Budget (A00-3620);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle.

Moved: Metzler
Seconded: Moore

Adopted

#18T-039 Purchase of a 2018 Ford F-350 XL Pickup Truck
by Metzler

WHEREAS, the Director of Public Works desires to purchase one 2018 Ford F-350 XL Crew Cab 4x2 with 9’ platform body, light bar, and rear liftgate, from Onondaga Bid # 7974 2018, Quote #25996 from Van Bortel Ford, 71 Marsh Road, East Rochester, NY, for a total cost of approximately $39,119.70; and

WHEREAS, the total funds of approximately $39,119.70 for said purchases are budgeted in the 2018 Highway Department Budget (DAO-5130);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle with 9’ platform body, light bar, and rear liftgate attachments.
Moved: Metzler  
Seconded: Moore  

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

Adopted  

#18T-040  Purchase of a 2018 Ford F-550 XL Pickup Truck by Metzler  

WHEREAS, the Director of Public Works desires to purchase one 2018 Ford F-550 XL Reg Cab 4x4 with 9’ platform body, light bar, plow, and spreader, from Onondaga Bid # 7974 2018, Quote #26292 from Van Bortel Ford, 71 Marsh Road, East Rochester, NY, for a total cost of approximately $59,678.09; and  

WHEREAS, the total funds of approximately $59,678.09 for said purchases are budgeted in the 2018 Parks Department Budget (A00-7110);  

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle with 9’ platform body, light bar, plow, and spreader attachments.  

Moved: Metzler  
Seconded: Moore  

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

Adopted  

#18T-041  Purchase of a 2018 Ford F-750 Crew Cab Dump Truck by Metzler  

WHEREAS, the Director of Public Works desires to purchase one 2018 Ford F-750 Crew Cab with dump body, plow, wing, and spreader, Quote #25383 from Van Bortel Ford, 71 Marsh Road, East Rochester, NY, for a total cost of approximately $163,760.51; and  

WHEREAS, the total funds of approximately $163,760.51 for said purchases are budgeted in the 2018 Highway Department Budget (DA0-5130);  

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle with dump body, plow, wing, and spreader attachments.  

Moved: Metzler  
Seconded: Moore  

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

Adopted  

#18T-042  Purchase of a 2018 Ford Transit Connect Van by Metzler  

WHEREAS, the Director of Public Works desires to purchase one 2018 Ford Transit Connect Van XL SWB, Quote #25359 from Van Bortel Ford, 71 Marsh Road, East Rochester, NY, for a total cost of approximately $22,103.40; and  

WHEREAS, the total funds of approximately $22,103.40 for said purchases are budgeted in the 2018 Recreation Department Budget (A00-7020);  

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle.
Penfield Town Board, January 3, 2018

Moved: Metzler
Seconded: Moore

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

Adopted

#18T-043 Purchase of a 2018 Mack Granite 64 FR 10-Wheel Dump Truck with Plow and Wing by Metzler

WHEREAS, the Director of Public Works desires to purchase one 2019 Mack Granite 64 FR tandem axle cab and chassis with Allison transmission, dump body, plow, and wing, from Onondaga County Heavy Truck Class 8 Statewide Contract # 7823, Quote # CONW2017000135A544 from Beam Mack Sales Service Inc, 6260 E Molloy Road, E Syracuse, NY, for a total cost of approximately $237,149.30; and

WHEREAS, the total funds of approximately $237,149.30 for said purchases are budgeted in the 2018 Highway Department Budget (DA0-5130); and

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be and hereby is authorized to purchase said vehicle with dump body, plow, and wing attachments.

Moved: Metzler
Seconded: Moore

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

Adopted

#18T-044 Authorizing the Supervisor to Sign an Agreement with BME Associates for Land Surveying Services Relating to the Acquisition of the Shadow Pines Property by Metzler

WHEREAS, the Town of Penfield is in need of land surveying services in conjunction with the proposed purchase of the Shadow Pines Property Acquisition; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accept the proposal from BME Associates not to exceed a fee of $10,000.00, and

BE IT FURTHER RESOLVED, that the Supervisor be authorized to enter into a contract for these services, subject to legal review by the Town Attorney. Funding for these services will be reimbursed by the proposed borrowing of these funds during 2018.

Moved: Metzler
Seconded: Moore

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

Adopted

Public Safety

#18T-045 Authorization of Temporary Assignment of Judges by Quinn

BE IT RESOLVED, that the Town Board consents to the temporary assignment of Town of Penfield Justices to preside in other city/town/village and family courts in the Seventh Judicial District as need arises during the year 2018, and
BE IT FURTHER RESOLVED, that the Town Board approves the temporary assignment of Judges from other city/town/village and family courts in the Seventh Judicial District to the Penfield Justice Court as the need may arise during the year 2018.

Moved: Quinn  
Seconded: Metzler  

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

Adopted

#18T-046 Court Enforcement Officer Appointment by Quinn

WHEREAS, Town Board Resolution #148 of February 5, 1999 established the position of Town of Penfield Court Enforcement Officer (Process Server),

NOW, BE IT RESOLVED, that Sandy Macaluso, PO Box 67164, Rochester, NY 14617 and are appointed Town of Penfield Court Enforcement Officers for a term to expire December 31, 2018 at no salary and that duties and fees will be approved by the Town Board and Town Administrative Judge.

Moved: Quinn  
Seconded: Metzler  

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

Adopted

#18T-047 Appointment of Town Veterinarian by Quinn

BE IT RESOLVED, that Animal Hospital of Pittsford, PC, 2816 Monroe Avenue, Rochester, New York 14618, be appointed Town Veterinarian for 2018 to cover emergency situations, and to be paid for services performed.

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign an annual contract with Animal Hospital of Pittsford to provide the aforementioned services.

Moved: Quinn  
Seconded: Metzler  

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

Adopted

Community Services

#18T-048 Authorization for Supervisor to Sign Contract for Daytons Corners School Coordinator by Kohl

BE IT RESOLVED that the Town Supervisor be authorized to sign a contract with Barbara Quinn as Coordinator of the Dayton’s Corners School from January 1, 2018 through December 31, 2018 for a fee of $3,500.00. Vouchers to be submitted monthly.

Moved: Kohl  
Seconded: Quinn  

Vote:  
Kohl  Aye  
LaFountain  Aye
Adopted

#18T-049  **Appointments to the Library Board** by Kohl

BE IT RESOLVED, that Barbara Power and Rachel O’Neill be appointed to the Penfield Library Board for a term expiring December 31, 2022.

Moved: Kohl
Seconded: Quinn

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

Adopted

#18T-050  **Appointments to the Local History Room Advisory Committee** by Kohl

BE IT RESOLVED, that the following be appointed to the Local History Room Advisory Committee for a one (1) year term expiring December 31, 2018:

Jan Braman
Don Nelson-Nasca
Diane Dayton Riley
Margery Salmon
Jay Thompson
Carolyn Wise

Moved: Kohl
Seconded: Quinn

(Resolution #18T-050 – Continued)

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

Adopted

#18T-051  **Authorization for Supervisor to Sign Penfield Community Television Contract** by Kohl

BE IT RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign the following contract for videographer services:

Katherine Quigley

BE IT FURTHER RESOLVED, that the fee is $17.00 for each consecutive hour as determined by the Cable Coordinator and staff.

Moved: Kohl
Seconded: Quinn

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

Adopted

**Old Business** - None

**New Business**
WHEREAS, pursuant to a bond resolution duly adopted by the Town Board (the “Board”) of the Town of Penfield, Monroe County, New York (the “Town”) on November 20, 2017 authorizing the acquisition of three parcels of land containing in the aggregate approximately 206 acres located at 745 Whalen Road (TMID No. 124.13-1-4), 2701 Atlantic Avenue (TMID No. 124.09-1-1), and 1950 Clark Road (TMID No. 124.13-2-1) within the Town, constituting a portion of the site of the former Shadow Pines Golf Club for such future governmental and/or public use or uses as shall hereinafter be determined by the Town Board from time to time, at a maximum estimated cost of $3,390,000 (the “206 Acre Parcel Project”), and further authorizing the issuance of up to $3,390,000 in serial bonds of the Town to finance the costs thereof (the “206 Acre Bond Resolution”); and

WHEREAS, pursuant to a separate bond resolution duly adopted by the Town Board of the Town on November 20, 2017 authorizing the acquisition of an approximately 6 acre parcel of land and the buildings and improvements situated thereon (including, without limitation, the Alpheus Clark House) located at 1960 Clark Road within the Town (TMID No. 124.13-1-3), constituting a portion of the site of the former Shadow Pines Golf Club, for such future governmental and/or public use or uses as shall hereinafter be determined by the Town Board from time to time, at a maximum estimated cost of $260,000 (the “6 Acre Parcel Project” and, collectively with the 206 Acre Parcel Project, the “Project”), and further authorizing the issuance of up to $260,000 in serial bonds of the Town to finance the costs thereof (the “6 Acre Bond Resolution” and, collectively with the 206 Acre Bond Resolution, the “Bond Resolutions” and each is a “Bond Resolution”); and

WHEREAS, in accordance with Section 35.00 of the New York Local Finance Law, the Bond Resolutions, as so adopted, were each subject to a permissive referendum; and

WHEREAS, on December 20, 2017 there was filed with the Town Clerk of the Town a qualifying petition signed and acknowledged by electors of the Town qualified to vote upon a proposition to raise or expend money, in a number greater than five percent (5%) of the total vote cast for governor in the Town at the last general election held for the election of state officers, protesting against both Bond Resolutions and requesting that each Bond Resolution be submitted to the qualified electors of the Town for their approval or disapproval; and

WHEREAS, in accordance with Section 91. of the New York Town Law (the “Town Law”), a proposition for the approval of each Bond Resolution must be submitted at a special election to be held not less than sixty (60) days nor more than seventy-five (75) days after the filing of such petition; and

WHEREAS, pursuant to Section 92. of the Town Law, the Town Clerk has prepared and transmitted to this Board a form of each proposition for the approval of each Bond Resolution concisely stating the purpose and effect thereof; and

WHEREAS, it is now desired to provide for the holding of a special election for the submission of both propositions to the qualified electors of the Town for the approval of the Bond Resolutions and to provide for the notice of such special election and such other matters in connection therewith; and

WHEREAS, in accordance with Section 82. of the Town Law, the Town Board is required to adopt a resolution at least twenty (20) days before each special Town election designating the hours of opening and closing of the polls and the place or places of holding the election and setting forth the propositions to be voted on; and
WHEREAS, the matter having been fully discussed by all members of the Town Board.

NOW, THEREFORE, THE TOWN BOARD OF THE TOWN OF PENFIELD, MONROE COUNTY, NEW YORK, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. That a special election of qualified electors the Town of Penfield, Monroe County, New York, shall be held on February 27, 2018, for the purpose of submitting two propositions for the approval of each of the Bond Resolutions hereinabove described, adopted by the Town Board on November 20, 2017. Such special election shall take place at the Town of Penfield Community Center, 1985 Baird Road, in the Town of Penfield, at which the polls for such special election shall be kept open for the purpose of voting on each proposition between the hours of 6:00 a.m. and 9:00 p.m., prevailing time, at such polling site. The propositions to be submitted at said special election shall be in substantially the form set forth in the form of notice of such special election contained in Section 2 of this resolution.

SECTION 2. The Town Clerk is hereby authorized and directed to give notice of said special election by publication of a notice once in the official newspaper of the Town, said publication to be made at least ten (10) days prior to the date of said special election. In addition, the Town Clerk shall cause a copy of such notice to be posted on the sign board of the Town maintained pursuant to subdivision 6. of Section 30. of the Town Law at least ten (10) days prior to the date of said special election. Such notice shall be in substantially the following form, to-wit:

NOTICE OF SPECIAL ELECTION

NOTICE IS HEREBY GIVEN to the qualified electors of the Town of Penfield, Monroe County, New York, that a Special Election in and for said Town will be held on February 27, 2018, at the Town of Penfield Community Center, 1985 Baird Road, in the Town of Penfield, at which the polls will remain open between the hours of 6:00 a.m. and 9:00 p.m., prevailing time, for the purpose of voting by ballot on each of the following described propositions submitted for the approval of the qualified electors of said Town:

(Resolution #18T-052 - Continued)

PROPOSITION NO. 1

Shall the Bond Resolution adopted by the Town Board of the Town of Penfield, Monroe County, New York, dated November 20, 2017, authorizing the acquisition of three parcels of land containing in the aggregate approximately 206 acres located at 745 Whalen Road (TMID No. 124.13-1-4), 2701 Atlantic Avenue (TMID No. 124.09-1-1), and 1950 Clark Road (TMID No. 124.13-2-1) within the Town, constituting a portion of the site of the former Shadow Pines Golf Club for such future governmental and/or public use or uses as shall hereinafter be determined by the Town Board from time to time, at a maximum estimated cost of $3,390,000, authorizing the issuance of up to $3,390,000 in general obligation serial bonds of the Town to pay such costs, providing for the issuance of bond anticipation notes in anticipation of the issuance of such serial bonds, determining that the period of probable usefulness thereof and maximum permissible term of any borrowing is thirty (30) years, and pledging the faith and credit of the Town to the payment of such obligations and the interest thereon, be approved?

PROPOSITION NO. 2

Shall the Bond Resolution adopted by the Town Board of the Town of Penfield, Monroe County, New York, dated November 20, 2017, authorizing the acquisition of an approximately 6 acre parcel of land and the buildings and improvements situated thereon (including, without limitation, the Alpheus Clark House) located at 1960 Clark Road within the Town (TMID No. 124.13-1-3), constituting a portion of the site of the former Shadow Pines Golf
Club, for such future governmental and/or public use or uses as shall hereinafter be determined by the Town Board from time to time, at a maximum estimated cost of $260,000, authorizing the issuance of up to $260,000 in general obligation serial bonds of the Town to pay such costs, providing for the issuance of bond anticipation notes in anticipation of the issuance of such serial bonds, determining that the period of probable usefulness thereof and maximum permissible term of any borrowing is fifteen (15) years, and pledging the faith and credit of the Town to the payment of such obligations and the interest thereon, be approved?

COPIES OF THE BOND RESOLUTIONS REFERRED TO IN THE AFORESAID PROPOSITIONS ARE ON FILE IN THE OFFICE OF THE TOWN CLERK OF SAID TOWN, WHERE THE SAME MAY BE EXAMINED BY ANY INTERESTED PERSON DURING REGULAR BUSINESS HOURS.

Any person qualified to vote at a general Town election may vote upon the propositions to be submitted to the aforesaid special election.

By order of the Town Board.

Dated: January 3, 2018
Penfield, New York

SECTION 3. This Resolution shall take effect immediately.

Moved: Moore
Seconded: Kohl

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

Adopted

Public Participation

A note was received from Rich from Hidden Meadow requesting a firm referendum vote date relative to Shadow Pines purchase.

Supervisor LaFountain stated the date of February 27, 2018 has been set by a previous resolution.

Adjournment

Supervisor LaFountain adjourned the meeting at 8:38 PM.

Amy Steklof, RMC/CMC
Town Clerk
December 30, 2017

Penfield Town Board,

For more than thirty years Dolomite and Oldcastle have been filing Mined Land Use Plans for the Penfield Stone Quarry with the DEC. The plan is updated every five years, the next one is due 2018. I believe this is commonly known as the Reclamation Plan and is an integral part of the DEC permitting process for the continuation of quarrying operations.

For thirty years Dolomite and Oldcastle have been promising that the land we know as Shadow Pines would be developed as park land “adding to the recreational opportunities in the town”. They have not been saying they would sell the land to a developer of single family homes. They have not been saying they would sell it to the town. They have been saying their plan is to develop it as park land.

(excerpt from pg. 7 of the 2013 Mined Land Use Plan)

Land Use Objectives

The eventual development of this land, after commercial operations cease, will be an attractive addition to the Town of Penfield, conforming with their master comprehensive plan.

The plan to be developed after commercial activities cease at the Penfield Quarry involves the construction of a multiuse structure that will include parking and service facilities, shopping facilities, offices and communal activities and condominiums. It will be located in the vicinity of the Whales Road - Clark Road intersection and will be surrounded by park land to the north, west and south and a recreational lake to the east, formed by allowing the quarry pit to fill with precipitation, groundwater and runoff. This recreational lake will be used for boating, ice skating and fishing. Such a development will service the townspeople well, adding to the recreational opportunities in the town.

I think it is time the Town Board takes action to hold Dolomite and Oldcastle to their promise.

I urge the Town Board to initiate immediate action to rezone the Shadow Pines parcel of land to recreational/sanctuary use. This would be in conformance with the Town’s Comprehensive Plan and the thirty years of reclamation plans filed with the DEC.
It might be more cost effective for the Town to rezone Shadow Pines instead of purchasing it. I would expect a legal challenge from Dolomite and Oldcastle. The money spent by the Town on legal fees would be offset by avoidance of the $3.85M bond issue. I believe there are established cases where towns have successfully rezoned land for the welfare of the community when it was done in concert with a qualified comprehensive plan.

I’ve attached a copy of the 2013 Mined Land Use Plan as well as a summary of a 1965 lawsuit, Dolomite vs. Kipers (Town of Gates), which verifies the concept of maintaining a buffer zone between a quarry and residential areas.

I’m sharing this email with the Save Shadow Pines group. The group may choose to go public with the DEC filings in order to bring public relations pressure on Dolomite and Oldcastle to live up to their thirty year promise.

I look forward to your response.

Robert Peterson

Attachments:
1984 – 2013 Mined Land Use Plan (55 pg pdf file by email)
1965 Summary of Dolomite Prods. vs. Kipers (Town of Gates)
2015 Zoning and the Comprehensive Plan
Penfield Town Board, January 3, 2018

Attachment for Resolution #18T-001

RULES OF PROCEDURE

FOR

PENFIELD TOWN BOARD MEETINGS AND PUBLIC HEARINGS

I. TOWN BOARD MEETINGS & PUBLIC HEARINGS

A. TIME, DATE & PLACE

1. Regular Meetings:

   Penfield Town Board shall regularly meet the first and third
   Wednesday of each month at 7:00 PM in the Penfield Town Hall, Penfield, New
   York. The primary purpose of these meetings is for legislative actions.
   When such date falls on a legal holiday, the Town Board may set an alternate
   date and time of said meeting, or may dispense with said meeting. For good
   cause shown, the Supervisor is authorized to cancel Town Board meetings
   subject to rescheduling thereof.

   Pursuant to Town Law #63, the Supervisor shall preside at the
   meetings of the Town Board. In the absence of the Supervisor, the Deputy
   Supervisor shall preside, or if no Deputy Supervisor has been appointed, or
   in the event the Deputy Supervisor is absent, then the other members of the
   Town Board shall designate one of their members to act as temporary
   Chairman. A majority of the Board shall constitute a quorum for the
   transaction of business, but a lesser number may adjourn. It is the
   obligation of every member of the Board to vote on every issue, except
   where, in the judgement of the Board member, he/she has a potential conflict
   of interest in which case an abstain vote is in order.

   Such vote shall be taken by “ayes”, or “yes” and “nays”, or “no”, and
   the name of every member present and their vote shall be entered in the
   Minutes. Every act, motion or resolution shall require for its adoption the
   affirmative vote of a majority of all members of the Town Board.

2. Public Hearings:

   Penfield Town Board shall regularly hold Public Hearings as
   required at the Penfield Town Hall, Penfield, New York. The primary purpose
   shall be to conduct Public Hearings required to be held by and before the
   Penfield Town Board.
3. **Special Meetings:**

Special meetings may be called by the Supervisor from time to time. The Supervisor shall call a special meeting within 10 days if requested in writing to do so, by not less than two (2) Town Board members. The time and date of the special meeting may be set at the discretion of the Supervisor. Said meetings scheduled less than one week in advance must be preceded by the same forms of notice given "to the extent practicable" at a reasonable time prior to the meeting. Said notice shall contain the proposed agenda items to be contemplated by said special meeting.

B. **REGULAR AGENDA**

The regular agenda shall be prepared by the Town Clerk and shall be available by 4:00 PM on the Friday before the scheduled Town Board Legislative Meeting. Said agenda shall be tentative only as to Town Board meetings, but shall be firm as to Public Hearings. Said agenda for Town Board meetings shall be tentative only, and items may be added, deleted or altered at the pleasure of the Town Board. As nearly as possible, said agenda shall follow the following points and order:

1. Call to Order, Pledge of Allegiance, Roll Call
2. Communications and Announcements
   a) From the Supervisor
   b) From the Town Board Members
   c) From the Town Clerk and Town Attorney
3. Public Participation
4. Additions and Deletions to Agenda
5. Approval of Minutes of Prior Meeting
6. Petitions Received
7. Resolutions by Function
   a) Law & Finance
   b) Public Works
   c) Public Safety
   d) Community Services
8. Old Business
9. New Business
10. Public Participation
11. Adjournment
C. **FUNCTIONAL COMMITTEES**

1. **Standing Functional Committees:**

   The following shall be designated as areas of responsibility of the Penfield Town Board and shall be standing committees of the Penfield Town Board:
   
   a) Law and Finance  
   b) Public Works  
   c) Public Safety  
   d) Community Services

2. **Ad Hoc Committees:**

   Pursuant to Town Law, the Supervisor may designate ad hoc committees and appoint the members thereof at times and from time to time as the need may arise.

3. **Composition Formation of Functional Committee:**

   Pursuant to Town Law, it is the prerogative of the Supervisor to appoint all committees, and the Supervisor shall appoint chairpersons to all standing functional committees and also the composition of each committee, which shall be not less than the chairperson, and the rest of the Town Board, thereon.

D. **RESOLUTIONS**

1. Pursuant to the Town Law, any Town Board member or the Supervisor may offer a resolution for consideration by the Town Board. All resolutions shall be presented to the Town Clerk, who shall time stamp each resolution in consecutive number as received and list each resolution on the agenda under the appropriate function heading, as requested by the author of each resolution, in the order received in each function heading.

2. Routine requests for resolutions by Town staff members or by the Supervisor, and any proposed resolutions from Town staff, the Supervisor or Town Board members may be directed through the office of the Supervisor to the appropriate function chairperson.

   Review of such resolutions and requests for resolutions shall be by the function chairperson alone, or the Town Supervisor, or with the full Town Board, depending on the nature of the resolution and at the discretion of
the function chairperson. The function chairperson shall author or cause to be authored all resolutions from requests for resolutions.

3. All resolutions shall be submitted to the Town Clerk by 12:00 noon of the Friday, or in the case of a holiday, shall be submitted the Thursday before, preceding the next regular Town Board Legislative Meeting, and unless so submitted, may not be acted upon at the discretion of the Town Board, unless of a serious and urgent matter. All proposed resolutions tabled from prior meetings shall be carried under "Old Business". Proposed resolutions received too late to be listed under functional committees, may be considered as "New Business".

E. PARLIAMENTARY PROCEDURE & VOTING

1. Voting by the Town Board on each issue shall be by alphabetical roll call vote.

2. Where not inconsistent with the Law of New York as contained in the Town Law, and elsewhere, or inconsistent with these rules, or any other rules adopted by the Penfield Town Board, procedural questions shall be resolved by "Robert's Rules of Order". The Town Attorney shall serve as Parliamentarian.

II. MEETINGS OF STANDING COMMITTEES OF THE TOWN BOARD

A. TIME, DATE & PLACE

The Town Board shall meet in Work Session on the second and fourth Wednesday of each month at 7:00 PM at the Penfield Town Hall. Business will be conducted for each functional committee including Law and Finance, Public Works, Public Safety and Community Service.

When the scheduled date for such meeting falls on a legal holiday, the Town Board may set an alternate date and time of said meeting, or may dispense with said meeting. Pursuant to New York State Law, all committee meetings of the Town Board shall be open to the public; however, pertaining to certain business, as may be appropriate and permitted by State law, portions of such meetings may be closed to the public in so-called "Executive Sessions". For an Executive Session to occur, a motion to go to Executive Session must be made, seconded and carried by not less than three
(3) members present and the purpose for the Executive Session must be clearly stated and recorded in the minutes of the committee meeting. No minutes of the Executive Session will be maintained except where a decision is made.

B. AGENDA

There will be a formal agenda for committee/work sessions, which shall be prepared by the Supervisor and Town Clerk. This agenda shall be available and distributed by the end of the day of the preceding Friday or in case of a holiday shall be submitted the Thursday before the scheduled committee meeting.

Each Committee Chairperson and Supervisor will submit agenda items to the Town Clerk by end of day Thursday prior to each scheduled work session. The agenda will include: a call to order, approval of minutes and functional committees broken down by (1) Action Items; (2) Information Items and (3) Held Items. If needed, there may be an Executive Session.

Items to covered by any time, and from time to time, shall include:

1. Reports from standing committee chairperson;
2. Meetings with various appointed boards and committees in the Town;
3. Meetings with department heads, the Town Engineer and other consultants;
4. Items referred to the committee by the Town Board;
5. Communications and other pertinent business relating to the standing committee;
6. Executive Sessions as set forth herein above.

III. PUBLIC HEARINGS

Public Hearings shall be held as prescribed by law and conducted on the dates scheduled therefore by the Penfield Town Board. The Supervisor and/or the Town Attorney shall give a concise statement of the purpose of the Public Hearing after the Town Clerk has read the notice thereof.

The purpose of a Public Hearing is to hear the public. No Town Board member, nor the Supervisor shall engage in prolonged discussion with any speaker, but shall listen to what each speaker has to say.
IV. **CONDUCT OF THE PUBLIC**

A. Any person recognized by the Supervisor shall give name, address and the nature of his or her business, briefly.

B. No such person has the right to demand an answer to a specific question from a member of the Board. All such questions should be directed to the Supervisor.

C. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of the Town Board meeting.

D. No member of the public shall be permitted to address the Town Board unless recognized by the Supervisor.

E. Any person speaking to the Town Board with the consent of the Supervisor shall address his remarks to the Town Board, not to other members of the audience in the form of a debate.

F. A Town Board meeting is an important Legislative session and it is expected that all members of the public will conduct themselves in a professional manner.

G. Any person wishing to speak at a Public Hearing may, prior to the start of said hearing, complete an "Intent to Speak" form available from the Town Clerk. The completed form shall be given to the Town Clerk who will recognize the speakers as the hearing progresses. Additionally, the Chair will recognize certain interests at the start of the hearing if such action will facilitate a more orderly and logical discussion of the subject of the hearing. In fairness to all members of the public, speakers are encouraged to focus on the facts of the matter at hand. Persons who have not indicated their intent to speak by completing the available form, may also have an opportunity to speak after all those who have signed forms have spoken. The public may also submit statements in writing. A speaker may be recognized to speak a second time by the Chair only after everyone who wishes to speak a first time has spoken.

H. Penfield Town Board agenda provide a segment of time for citizens to speak. Public Participation is allowed early on the agenda and at the
end of the legislative session. Persons may speak on any subject and are not confined to items on the agenda.

I. No request for a show of hands or a "vote" of persons present on any matter is allowed.

J. Rules Letters "A", "B", "C", "D", "E" and "I" apply to Public Hearings, as well as to Town Board Meetings. Rule "G" applies only to Public Hearings, whereas Rules "F" and "H" do not apply to Public Hearings, as persons present are expected to express opinions and ask questions. A Public Hearing is not a legislative session.

V. MISCELLANEOUS PROVISIONS

A. FILE OF COMMUNICATIONS AND PROPOSED RESOLUTIONS

In order to enable the citizens of the Town of Penfield to be apprised of proposed resolutions and of communications received by the Town, and in order to reduce the need for reading of routine communications during Town Board meetings, the Town Clerk shall prepare, or cause to be prepared, a file of all proposed resolutions to be acted upon at a Town Board meeting. A copy of the Rules of Procedure and said file shall be available for inspections by the public, one-half hour before, in a convenient place within the meeting hall.

B. SAVINGS CLAUSE

In the event that any clause, paragraph or portion of these Rules shall be deemed to be invalid by any Court or any governmental agency or authority having jurisdiction hereof, the balance of these Rules shall continue nevertheless in full force and effect and shall survive such determination.

Effective: January 3, 2018
## 2018 FT & PT Salary & Wage Schedules

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<thead>
<tr>
<th></th>
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# 2018 FT & PT Salary & Wage Schedules

**2018 FT & PT Salary & Wage Schedules**
2.5% raise 2017
Grades 1-6: FT = 35 hr/wk
Grades 9-18: FT = 40 hr/wk

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<th>Grade</th>
<th>Position</th>
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<th>Step 1</th>
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<th>Above-Average</th>
<th>Outstanding</th>
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**Grade 7**

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**Grade 9-18**

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<td>$34,873.63</td>
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<td>$49,167.61</td>
<td>$53,247.36</td>
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*Penfield Town Board, January 3, 2018*

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## 2018 FT & PT Salary & Wage Schedules

2.50% over 2017

### Grades 1-8: FT = 35 hrs/wk

<table>
<thead>
<tr>
<th>Title</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Fully Satisfactory</th>
<th>Marg Average</th>
<th>Outstanding</th>
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<tbody>
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<td>Grounds Equipment Operator</td>
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<td>$91,045.00</td>
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<td>$79,161.94</td>
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<td>$98,422.76</td>
<td>$107,208.90</td>
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<tr>
<td>Animal Care Officer I</td>
<td>$44,838.84</td>
<td>$54,514.00</td>
<td>$64,189.16</td>
<td>$73,864.32</td>
<td>$83,539.48</td>
<td>$93,214.64</td>
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<tr>
<td>Animal Care Officer II</td>
<td>$43,524.75</td>
<td>$53,200.01</td>
<td>$62,875.27</td>
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<td>Guard</td>
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<td>$56,260.56</td>
<td>$65,945.82</td>
<td>$75,621.08</td>
<td>$85,306.24</td>
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<td>$65,926.44</td>
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<td>$81,277.78</td>
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<td>Cleaner</td>
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<td>Bi-Weekly</td>
<td>$2,878.83</td>
<td>$3,544.49</td>
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<td>Overtime</td>
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<td>$39,657.58</td>
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<td>$47,402.38</td>
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</table>
### 2018 FT & PT Salary & Wage Schedules

**2.5% over 2017**

Grades 5-8: FT = 35 hrs/wk  
Grades 9-12: FT = 40 hrs/wk

<table>
<thead>
<tr>
<th>Grade 17</th>
<th>Learning</th>
<th>Fully Satisfactory</th>
<th>Above Average</th>
<th>Outstanding</th>
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<td>Minimum</td>
<td>Step 1</td>
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<td>Step 3</td>
<td>Step 4</td>
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<td>Bi-Weekly</td>
<td>$1,170.68</td>
<td>$1,192.73</td>
<td>$1,214.78</td>
<td>$1,236.84</td>
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</tbody>
</table>

| Grade 18 | Building Service Worker | |
|----------|--------------------------||
| Annual   | $27,878.55 | $28,390.84 | $28,903.14 | $29,415.43 | $29,927.72 | $30,439.91 | $30,952.20 | $31,464.49 | $31,976.78 | $32,489.07 |
| Bi-Weekly| $1,064.36  | $1,085.27 | $1,106.18 | $1,127.09 | $1,148.00 | $1,168.91 | $1,189.82 | $1,210.73 | $1,231.64 | $1,252.55 |
## 2018 On-Call and Seasonal Pay Scale

<table>
<thead>
<tr>
<th>Grade 1 SE</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hourly</td>
<td>$32.400</td>
<td>$33.700</td>
<td>$35.030</td>
<td>$36.320</td>
<td>$37.620</td>
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<tr>
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<td>Overtime</td>
<td>$48.645</td>
<td>$50.595</td>
<td>$52.545</td>
<td>$54.480</td>
<td>$56.430</td>
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<td>Hourly</td>
<td>$27.030</td>
<td>$28.110</td>
<td>$29.190</td>
<td>$30.270</td>
<td>$31.350</td>
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<tr>
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<td>Overtime</td>
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<td>$42.165</td>
<td>$43.785</td>
<td>$45.405</td>
<td>$47.025</td>
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<tr>
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<td>Hourly</td>
<td>$22.520</td>
<td>$23.420</td>
<td>$24.320</td>
<td>$25.220</td>
<td>$26.130</td>
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<td>Overtime</td>
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<td>$35.130</td>
<td>$36.480</td>
<td>$37.830</td>
<td>$39.190</td>
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<td>Overtime</td>
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<td>$29.295</td>
<td>$30.405</td>
<td>$31.530</td>
<td>$32.650</td>
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<tr>
<td>Grade 5 SE</td>
<td>Hourly</td>
<td>$15.640</td>
<td>$16.270</td>
<td>$16.900</td>
<td>$17.520</td>
<td>$18.150</td>
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<tr>
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<td>Overtime</td>
<td>$17.040</td>
<td>$17.730</td>
<td>$18.400</td>
<td>$19.090</td>
<td>$19.770</td>
</tr>
</tbody>
</table>

|                | Overtime | $17.040 | $17.730 | $18.400 | $19.090 | $19.770 | $20.460 |

| Grade 9 SE    | Hourly | $10.400 |
|               | Overtime | $15.000 |
### 2018 On-Call and Seasonal Pay Scale

**Department of Public Works**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Position</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
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<tbody>
<tr>
<td>1 D</td>
<td>Hourly</td>
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<td>$20.400</td>
<td>$20.800</td>
<td>$21.200</td>
<td>$21.600</td>
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<tr>
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<td>Auto Mechanic</td>
<td>$18.500</td>
<td>$18.500</td>
<td>$18.900</td>
<td>$19.300</td>
<td>$19.700</td>
<td>$20.100</td>
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<tr>
<td></td>
<td>Overtime</td>
<td>$17.550</td>
<td>$17.500</td>
<td>$17.950</td>
<td>$18.350</td>
<td>$18.800</td>
<td>$19.250</td>
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<td>4 D</td>
<td>Dispatcher</td>
<td>$15.020</td>
<td>$15.300</td>
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<td>MEO</td>
<td>$22.530</td>
<td>$22.900</td>
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<td>$23.600</td>
<td>$24.000</td>
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<tr>
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<td>Skilled Labour</td>
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<td>7 D</td>
<td>Hourly</td>
<td>$11.600</td>
<td>$11.760</td>
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<td>Light Laborer</td>
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<tr>
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<td>$17.250</td>
<td>$17.400</td>
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<td>9 D</td>
<td>Cleaner</td>
<td>$10.600</td>
<td>$10.700</td>
<td>$10.800</td>
<td>$10.900</td>
<td>$11.000</td>
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<td>$10.600</td>
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### 2018 On-Call and Seasonal Pay Scale

#### Recreation

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<th>Year 1</th>
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<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
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<tr>
<td>Recreation Leader</td>
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<td>$16.350</td>
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</table>

#### Pool Program

| Grade 1 P             |            |            |            |            |            |            |            |            |            |            |

| Grade 2 P             |            |            |            |            |            |            |            |            |            |            |

| Grade 3 P             |            |            |            |            |            |            |            |            |            |            |
| Lifeguard             | Hourly     | $10.650    | $10.750    | $10.850    | $10.950    | $11.050    | $11.150    |            |            |            |