I. Call to Order - Pledge of Allegiance - Roll Call

II. Public Hearing - To Hear Public Comments on the Final Draft Report of the Penfield Five-Year Recreation & Parks Master Plan Update

III. Communications and Announcements

IV. Public Participation

V. Additions and Deletions to Agenda

VI. Approval of Minutes - April 17, 2019

VII. Petitions

VIII. Resolutions by Function

Law and Finance

19T-122 Authorization for Supervisor to Execute the Agreement for Docuware

19T-123 Authorization for Supervisor to Sign a Professional Service Contract with A-Tip Control Inc. for a Pond Treatment Program

19T-124 Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Fence within a Storm Sewer Easement at 12 Shadow Vale Drive

19T-125 Approval of Issuance of a Conditional Use Permit to Allow a CBD Shop at 2118 Five Mile Line Road

19T-126 Approval of Issuance of a Conditional Use Permit to Allow a CBD Shop at 2150 Fairport Nine Mile Point Road

19T-127 Budget Amendment for 2019 in the Library Fund

Public Works

19T-128 Awarding a Contract for the 2019 Sidewalk Construction Program

19T-129 Authorization for the Town Board to Accept a Monroe County CDBG Grant for $70,500 for the Year, 43 Willow Pond Sidewalk Improvement Project and Execute Agreement

Public Safety - None

Community Services

19T-130 Authorization to Attend APHNYS Annual Conference

19T-131 Authorization for Supervisor to Sign Recreation Contracts
IX. Old Business
X. New Business
XI. Public Participation
XII. Executive Session
XIII. Next Meeting: June 5, 2019
XIV. Adjournment

This meeting will be video recorded and broadcast LIVE via the town’s website www.penfield.org and the Town’s Government Access Cable Channel 1303. Questions regarding video coverage contact Penfield TV at (585) 340-8661.
The Regular meeting of the Penfield Town Board was held on Wednesday, May 15, 2019 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
Chris Bilow   Director of Recreation
Jim Costello    Director of Developmental Services
Tim Masterton   Parks Foreman

Supervisor LaFountain called the meeting to order - The Pledge of Allegiance was led by the Don Mack Scholarship Golf Tournament Representatives.

Supervisor LaFountain recognized Marie Cinti, President of the Penfield Rotary Club and Jim Costello, Town of Penfield. John Hanratty, representative from the Kiwanis Club was unable to attend tonight’s meeting. Ms. Cinti announced the upcoming Annual Charity Golf Tournament which will be held on Monday, June 17, 2019 at Shadow Lake Golf Club. The chairs for the tournament are John Hanratty, Supervisor LaFountain and Ms. Cinti. The tournament is sponsored by Rotary, Kiwanis and the Town of Penfield and is a community wide tournament. Proceeds from the tournament supports Penfield community service organizations. Please consider joining the tournament. For more information visit the Penfield Rotary website at www.penfieldrotary.org or contact Jim Costello at costello@penfield.org.

Supervisor LaFountain recognized the Dayton’s Corners School and Museum Coordinator, Barbara Quinn.

Ms. Quinn announced that the 1857 Dayton’s Corners School House/Museum annual Pie Social will be held on Sunday, June 2, 2019 from 2:00 PM to 4:00 PM. Ms. Quinn “sang the praises” of all the dedicated volunteer teachers who have taught at the one-room school house for many years. She also spoke about the success of the past year. Dayton’s Corners School House hosted almost 50 visiting 4th grade classes and various other groups. Ms. Quinn also mentioned that the school has newly repaired windows and a new sidewalk. Ms. Quinn thanked Supervisor LaFountain for his support and thanked Town Historian, Kathy Kanauer for her help with the school and the pie social. She thanked Dayton’s Corners School liaison, Councilwoman Linda Kohl and “expert” pie cutter, Councilman Rob Quinn. For more information, please call 385-1491 or visit www.penfield.org.

Supervisor LaFountain thanked Ms. Quinn for all she does for the school.

Public Hearing - To Hear Public Comments on the Final Draft Report of the Penfield Five Year Recreation & Parks Master Plan Update

The Town Clerk read the title of the above Public Hearing; said Notice was published in the Penfield Post on April 25, 2019 and was posted on the Town Website and Town Clerk Bulletin Board. No postcards were mailed due this being a Townwide action. Town Attorney Horwitz confirmed that this Hearing is in order.

Supervisor LaFountain recognized Recreation Director Chris Bilow who gave an overview of the process and Master Plan details. The Master Plan is updated every five (5) years.
Mr. Bilow stated that the committee met on a monthly basis and came together for its first meeting a year ago on May 14, 2018. A broad cross section of residents, Town staff and Town Board representation sat on the committee. An agenda was set, the process was outlined and a one (1) year goal was decided for completing the task. Mr. Bilow stated the Recreation Master Plan is an important update in terms of long term planning. Four (4) dimensions of recreation were focused on: facilities, people, programs and parks, and subcommittees were formed. A needs assessment survey was implemented and 700 responses were received. This gave the committee a good consensus of what residents wanted.

Mr. Bilow stated that the update which was completed five (5) years ago served as a valuable tool and that the current update has more value. The Recreation Master Plan update can be found on the Town’s website at www.penfield.org.

Supervisor LaFountain thanked Mr. Bilow for the overview and for the hard work that he and the committee put into the update.

Councilman Quinn thanked Mr. Bilow and the committee for their efforts and asked if there is a list of priorities that will be worked on once the update is accepted.

Mr. Bilow stated they are already focusing on the young adult age group. They feel that this demographic is underserved and they will be addressing the issue.

Councilman Moore thanked residents and Town staff for their efforts and for serving on the committee. He stated that he was the liaison for the Shadow Pines committee. He stated page 14 of the Master Plan does reference what the Shadow Pines Committee was doing. On page 17, however, descriptions and recommendations are given for all the Town Parks but Shadow Pines is not included. There is a lot of active and passive recreation occurring on the property right now. Councilman Moore recommends to add to page 17 of this draft document what the Shadow Pines Committee is recommending.

Mr. Bilow stated they can certainly add that to the document now that they have recommendations from the Shadow Pines Land Use Committee.

Councilwoman Metzler asked Mr. Bilow to give a “snapshot” of community input in regards to the survey.

Mr. Bilow stated he was disappointed with the number of responses received and had expected a higher number of residents to respond to the survey. He said the most feedback received was in regards to Shadow Pines and that feedback was given directly to the Shadow Pines Committee. The survey also showed that other main focus was on facilities.

Councilwoman Kohl stated that the whole process was very productive and well done and commended Mr. Bilow for his leadership. She also thanked those in the audience who had participated in the Master Plan for their commitment.

Public Participation

Bob Peterson, 1931 Clark Road stated he appreciates all the work Mr. Bilow has done. He had worked together with Mr. Bilow on the Shadow Pines Land Use Committee and he was very helpful. He also said he was happy with the work that was done on the Master Plan. He also believes Shadow Pines should be included in the Master Plan, specifically on page 22, to show that it is available for trails and to add the other recommendations. He suggested that the Shadow Pines should be shaded light green instead of yellow on the map from page 79.
Tim Murphy, 48 Corral Drive commended Mr. Bilow and the committee for their effort regarding the five (5) year Recreation and Parks Master Plan update. Mr. Murphy stated he had reviewed both the 2012 and 2019 draft plans and felt the word “recommendations” was used too often and would prefer to see “priorities” incorporated into the plan. He also felt that there should be more continuity between the 2012 plan and the current plan. Mr. Murphy gave a number of other suggestions to be added to the plan which included a zoning component and financials. He concluded by saying he is proud of the facilities and the programs the Town has and enjoys them regularly. He also said that the people that take care of them are both his friends and people he looks up to and values.

Supervisor LaFountain stated that he will hold the Hearing open through June 5th for anyone who would like to provide comments.

Hearing closed.

Communications and Announcements

1. The mobile DMV in the Town Hall is cancelled for Tuesday, May 28, 2019 due to Assessment Grievance Day. The mobile DMV will return to the Town Hall on Tuesday, June 4, 2019 at 10:00 AM.

2. The Town of Penfield will dedicate its Public Works facility rain garden in memory of Richard H. “Dick” Vendel on Thursday, May 16, 2019 at 1:00 PM at 1607 Jackson Road. All are welcome to attend.

3. The Town’s Spring Drop-off event will be held at the Department of Public Works facility on Friday, May 17, 2019 from 7:30 AM to 5:00 PM, and Saturday, May 18, 2019 from 9:00 AM to 3:00 PM for household items. If you have items that are not accepted at this event, please consider Monroe County Eco Park recycling facility located south of the Rochester Airport. Councilwoman Metzler stated that during the event her nephew, Mitchell Krenzer will be collecting used vacuum cleaners to refurbish for our veterans and to keep out of the landfill.

4. The Town offices will be closed Monday, May 27, 2019 in observance of Memorial Day. The library will be closed Saturday, May 25 through May 27, 2019 and will re-open normal business hours on Tuesday, May 28, 2019.

5. The Town will hold its annual Memorial Day Ceremony within the Veterans Memorial Park at the Penfield Amphitheater on Monday, May 27, 2019 beginning at 10:30 AM. For more information, please call Sabrina at Penfield Recreation at 340-8651 or visit www.penfieldrec.org.

6. Councilwoman Kohl’s next Community Chat will be held on Tuesday, May 21, 2019 from 5:30 PM to 7:00 PM at the Penfield Library, 1985 Baird Road.

Public Participation - None

Additions and Deletions to Agenda

Councilman Quinn moved to add resolutions #19T-132, #19T-133 and #19T-134, Councilwoman Metzler seconded.

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of April 17, 2019, Councilman Quinn seconded and all voted “Aye.”

Petitions - None
Resolutions by Function

Law and Finance

#19T-122 Authorization for Supervisor to Execute the Agreement for Docuware by Moore

WHEREAS, the Town of Penfield has accepted Docuware as the Townwide document management program, and Toshiba as the third party vendor for Docuware;

BE IT RESOLVED, the Town Board authorizes the Supervisor to execute all necessary documents after review by the Town Attorney.

Moved: Moore
Seconded: Kohl

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

Adopted

#19T-123 Authorization for Supervisor to Sign a Professional Service Contract with A-Tip Control, Inc. for a Pond Treatment Program by Moore

WHEREAS, the Town of Penfield sought quotes for professional pond treatment services to obtain the necessary permits from both the United States Army Corps and the NYSDEC and complete various treatments for five (5) pond locations within the Town of Penfield; and

WHEREAS, quotes were sought and A-Tip Control Inc. was the low bidder; and

WHEREAS, the Board discussed extending this program at its May 8th worksession and decided to continue with the treatments; and

BE IT RESOLVED, that A-Tip, 5681 Zerfass Road, Dansville, NY 14437, is awarded a contract to provide professional services for pond treatment projects within the Town of Penfield, and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to sign a contract with A-Tip Control Inc. for a professional services, not to exceed $24,450.45.

Moved: Moore
Seconded: Kohl

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

Adopted

#19T-124 Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Fence within a Storm Sewer Easement at 12 Shadow Vale Drive by Moore

BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Supervisor to sign a License and Hold Harmless Agreement with Gary and Melody Bricault, owners of property of 12 Shadow Vale Drive, to permit a fence to encroach into a Storm Sewer easement to the Town of Penfield located at 12 Shadow Vale Drive in a form and substance acceptable to the Town Attorney.

Moved: Moore
Seconded: Kohl
(Resolution #19T-124 - Continued)

<table>
<thead>
<tr>
<th></th>
<th>Kohl</th>
<th>Aye</th>
<th>LaFountain</th>
<th>Aye</th>
<th>Metzler</th>
<th>Aye</th>
<th>Moore</th>
<th>Aye</th>
<th>Quinn</th>
<th>Aye</th>
</tr>
</thead>
</table>

Adopted

#19T-125 Approval of Issuance of a Conditional Use Permit to Allow a CBD Shop at 2118 Five Mile Line Road by Moore

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Conditional Use Permit pursuant to §250-5.10-B(1) of the Code to allow a CBD shop at 2118 Five Mile Line Road, located in the Four Corners (FC) zoning district; and

WHEREAS, the Town Board of the said Town of Penfield held a Public Hearing at the Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on May 1, 2019 at 7:00 PM on said date, to consider the application and hear all persons interested on the question of the issuance of a Special Permit to allow a CBD shop at 2118 Five Mile Line Road, in the Four Corners (FC) zoning district and the Public Hearing was closed.

NOW, THEREFORE, BE IT

RESOLVED, that the applicant’s request for a CONDITIONAL USE PERMIT to allow a CBD shop at 2118 Five Mile Line Road is hereby GRANTED subject to the following conditions:

1. The applicant shall obtain a CONDITIONAL USE PERMIT from the Town Clerk and pay the appropriate fee. The CONDITIONAL USE PERMIT is non-transferable. Any subsequent owner or operator shall be required to apply for and obtain a CONDITIONAL USE PERMIT from the Town Board to operate a business at this location.

2. The applicant shall comply with the occupancy requirements that have been established by the Penfield Fire Marshal in accordance with the New York State Building Code and obtain any/all necessary permits.

3. The applicant proposes to have no more than two to three people working on the site at any time. Any intent on the applicant’s part to increase that number will require him to request approval from this Board to do so to ensure that there is adequate parking to accommodate the increase in employees at this location.

4. The applicant shall comply with all of the requirements of the Sign Ordinance for this site.

5. This operation shall comply with all Federal, State, County and Town Codes, however, as the applicant stated at the Public Hearing on May 1, 2019, in the event that New York State legalizes the use and sale of marijuana, the applicant has stated that he will not sell it from this location, and while he will sell products that can be used in vaping devices, he will not sell vaping devices at this location either. The Board is supportive of his intent not to do so.

6. Failure to comply with the conditions set forth hereinabove may result in the revocation of this Special Permit pursuant to the requirements of the Zoning Ordinance.

AND BE IT FURTHER

RESOLVED, that the applicant’s proposal is classified as an Unlisted action pursuant to the requirements of the State Environmental Quality Review Act (SEQRA).
The Town Board, in granting the Conditional Use Permit, does so based on its following findings:

1. The applicant proposes to lease approximately 318 square feet at 2118 Five Mile Line Road to operate a CBD retail business. He stated that he may conduct a wholesale business as well, but will not operate at this location.

2. The applicant will sell a variety of CBD products which are currently being prescribed by doctors for the treatment of anxiety, pain relief, MS, drug withdrawal, cancer effects and other serious maladies. The product comes in various forms including tea, coffee, candy and pet treats to calm anxiety. All such products will comply with the regulations that allow no more than .3% of THC in said products, all of which are legal and comply with all Federal and New York State guidelines.

3. The site has no on-site parking to accommodate this or any other business operating from it. The applicant is permitted to utilize the public parking facility adjacent to the site to serve his business. The Town Board will require the applicant to address any potential increase in employees on site to ensure that this business does not create an adverse parking impact to other businesses that also utilize the public parking lot.

4. The applicant has stated that he will comply with the sign requirements for the subject property and obtain the necessary sign permit for the sign that the Board has approved for the site. The applicant shall review the proposed sign with the Historic Preservation Board, as the site is in the Five Mile Line Road Historic Preservation District. The applicant shall obtain a sign permit from the Building Department prior to the installation of the approved sign.

5. This retail use is a conditionally permitted use in the Four Corners (FC) zoning district.

Moved: Moore
Seconded: Kohl

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

Adopted

Resolution #19T-126

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Conditional Use Permit pursuant to Local Law No. 2 of 2003 (Incentive Zoning) to allow a CBD shop at 2150 Fairport Nine Mile Point Road, located in the Business Non-Retail (BN-R) zoning district;

WHEREAS, the Town Board of the said Town of Penfield held a Public Hearing at the Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on May 1, 2019 at 7:00 PM on said date, to consider the application and hear all persons interested on the question of the issuance of a Conditional Use Permit to allow a CBD shop at 2150 Fairport Nine Mile Point Road, located in the Business Non-Retail (BN-R) zoning district and the Public Hearing was closed.

NOW, THEREFORE, BE IT

RESOLVED, that the applicant’s request for a CONDITIONAL USE PERMIT to allow a CBD shop at 2150 Fairport Nine Mile Point Road is hereby GRANTED subject to the following conditions:
1. The applicant shall obtain a CONDITIONAL USE PERMIT from the Town Clerk and pay the appropriate fee. The CONDITIONAL USE PERMIT is non-transferable. Any subsequent owner or operator shall be required to apply for and obtain a CONDITIONAL USE PERMIT from the Town Board to operate a business at this location.

2. The applicant shall comply with the occupancy requirements that have been established by the Penfield Fire Marshal in accordance with the New York State Building Code and obtain any/all necessary permits.

3. The applicant shall comply with all of the requirements of the Sign Ordinance for this site.

4. This operation shall comply with all Federal, State, County and Town Codes, however, as the applicant stated at the Public Hearing on May 1, 2019, in the event that New York State legalizes the use and sale of marijuana, the applicant has stated that she will not sell it from this location, and while she will sell products that can be used in vaping devices, she will not sell vaping devices at this location either. The Board is supportive of her intent not to do so.

5. Failure to comply with the conditions set forth hereinabove may result in the revocation of this Special Permit pursuant to the requirements of the Zoning Ordinance.

AND BE IT FURTHER

RESOLVED, that the applicant’s proposal is classified as an Unlisted action pursuant to the requirements of the State Environmental Quality Review Act (SEQRA).

The Town Board, in granting the Conditional Use Permit, does so based on its following findings:

1. The applicant proposes to lease approximately 2,000 square feet at 2150 Fairport Nine Mile Point Road to operate a CBD retail business.

2. The applicant will sell a variety of approximately 140 CBD products which are currently being prescribed by doctors for the treatment of anxiety, pain relief, MS, drug withdrawal, cancer effects and other serious maladies. The product comes in various forms including oils, capsules, creams, lotions, candy, drinks, tea, coffee and pet products. All such products will comply with the regulations that allow no more than .3% of THC in said products, all of which are legal and comply with Federal and New York State guidelines.

3. The site has adequate on-site parking to accommodate this and the other business operating from it.

4. The applicant has stated that she will comply with the sign requirements for the subject property and obtain the necessary sign permit and the Board has approved her signs for the site. The applicant shall obtain a sign permit from the Building Department prior to the installation of the approved sign on the site.

5. This retail use is a conditionally permitted use at this location subject to the Town Board Incentive Zoning approval for the property.

Moved: Moore
Seconded: Kohl
Penfield Town Board, May 15, 2019

(Resolution 19T-126 – Continued)

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

Adopted

#19T-127  Budget Amendment for 2019 in the Library Fund by Moore

WHEREAS, at their monthly meetings, the Library Board recognized the receipt of donations received during the first quarter of 2019 in the amount of $309.78 to be used for Library activities and

WHEREAS, the Town Board desires to have an up-to-date budget in relation to current appropriations and revenues,

NOW, BE IT RESOLVED that the following 2019 budget amendment be approved:

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Amount</th>
<th>Appropriations</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>L00-1000-2705-0002</td>
<td>$309.78</td>
<td>L00-7410-0004-4043</td>
<td>$309.78</td>
</tr>
</tbody>
</table>

Moved: Moore
Seconded: Kohl

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

Adopted

Public Works

#19T-128  Awarding a Contract for the 2019 Sidewalk Construction Program by Metzler

WHEREAS, the Penfield Town Board funds an annual sidewalk construction program, promoting pedestrian accessibility and safety; and

WHEREAS, sealed proposals were sought and duly advertised for the installation of new and repair of existing sidewalks within the Town of Penfield; and

WHEREAS, on April 26, 2019 at 11:00 AM, EST the sealed proposals for said project were received, opened and read publicly by the Town Clerk; and

WHEREAS, the bid submitted by Hynes Concrete Co. Inc. was evaluated and was found to be the lowest bidder for the specified improvements and has met the Town's bidding requirements for this project; and

NOW, THEREFORE, BE IT RESOLVED that the contract for the 2019 Sidewalk Construction be, and hereby is, awarded to Hynes Concrete on the unit price basis as submitted to the Town of Penfield, and

BE IT FURTHER RESOLVED, that said award is subject to the submission and approval of appropriate Bonds and Insurance, at which time the contractor is given the Notice to Proceed for this contract.

Moved: Moore
Seconded: Kohl

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

Adopted
Penfield Town Board, May 15, 2019

#19T-129 Authorization for the Town Board to Accept a Monroe County CDBG Grant for $70,500 for the Year, 43 Willow Pond Sidewalk Improvement Project and Execute Agreement by Metzler

WHEREAS, the Town of Penfield is a member of the Monroe County Community Development Block Grant Urban Consortium; and

WHEREAS, the Town of Penfield has entered into a cooperation agreement to participate in the Community Development Program, and comply with the Federal laws and requirements regulating the Program; and

WHEREAS, the Town of Penfield, after consultation with the public, has identified an appropriate use of potential Community Development funding in the Town; and

WHEREAS, the Town of Penfield made application to the Monroe County Development Administration for a project that satisfied it’s requirement; and

WHEREAS, the Monroe County Development Administration has awarded a grant for a maximum amount of $70,500 for the Year 43 Willow Pond Sidewalk Improvement Project in the Town of Penfield; and,

WHEREAS, the Town of Penfield has deemed it in the best interest of the Town to accept this grant; and,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Penfield accepts this grant and encourages the implementation of this project; and,

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Town of Penfield Supervisor, R. Anthony LaFountain be and hereby is authorized to execute an Agreement with Monroe County for said project and grant.

Moved: Moore
Seconded: Kohl

Vote:

Kohl Aye
LaFountain Aye
Metzler Aye
Moore Aye
Quinn Aye

Adopted

Public Safety - None

Community Services

#19T-130 Authorization to Attend APHNYS Annual Conference by Kohl

WHEREAS, the Town Historian is a member of the Association of Public Historians of New York State, and

WHEREAS, the annual conference will provide professional training and networking that will benefit the Town of Penfield,

NOW, BE IT RESOLVED, THAT Kathy Kanauer, Penfield Town Historian, be hereby authorized to attend the APHNYS Conference, in Albany, NY, September 9 - 11, 2019.

BE IT FURTHER RESOLVED that funds are provided in the 2019 Town Historian budget. Expenses include registration fees, meals, lodging, transportation (gas, tolls, parking), and related expenses.

Moved: Moore
Seconded: Kohl

(Resolution #19T-130 - Continued)
Adopted

#19T-131 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:

Northeastern Productions Systems, Inc., PO Box 23199, Rochester, NY 14692, to provide stage, sound, lighting, engineering, and crowd control barriers for the Independence Day Event on Saturday, June 29, 2019 for a fee of $5,800. Voucher to be submitted on 6/5/19.

Tickety-Boo Creative c/o Jenn Suba, 72 Tryon Park, Rochester, NY 14609, Instructor for Adult Education and Arts & Crafts Programs, 6/15/19 - 12/18/19, for a sum of $35 Per Program Participant. Vouchers to be submitted on a monthly basis at the beginning of each month (based on seasonal program dates).

Moved: Moore
Seconded: Kohl

Adopted

Old Business - None

New Business

#19T-132 Award Contract for 2019 Securing of Properties as needed by Authorized Official by Quinn

WHEREAS, sealed proposals were requested for the securing of properties that may become abandoned, neglected and/or otherwise inadequately secured by the owner thereof in accordance with the applicable secure compliance code requirements of the Town of Penfield; and

WHEREAS, on Friday May 3rd, 2019 at 11:00 AM local time, a sealed proposal was received from Paul Davis, and was read publicly by the Town Clerk; and

WHEREAS, Paul Davis is the lowest responsible bidder for meeting the specifications as set forth in the bid for 2019 Securing of Properties, and

NOW, THEREFORE BE IT RESOLVED, that the Penfield Town Board hereby awards the bid to Paul Davis, 1075 Buffalo Road, Rochester, New York, 14624

BE IT FURTHER RESOLVED, that funds for said work are budgeted for in the 2019 adopted budget.

BE IT FURTHER RESOLVED that the Town of Penfield will include a 25% administrative fee for each service provided and said fee will be charged to the property receiving the required maintenance service.

Moved: Moore
Seconded: Kohl

(Resolution #19T-132 – Continued)
Penfield Town Board, May 15, 2019

#19T-133 Award Contract for 2019 Property Maintenance to Maintain and Clean-Up Properties as needed by Authorized Official by Quinn

WHEREAS, sealed proposals were requested for the maintenance and clean-up of properties that may become abandoned, neglected and/or otherwise inadequately maintained by the owner thereof in accordance with the applicable property maintenance code requirements of the Town of Penfield; and

WHEREAS, on Friday May 3rd, 2019 at 11:00 AM local time, a sealed proposal was received from Emergency Enclosures and was read publicly by the Town Clerk; and

WHEREAS, Emergency Enclosures is the lowest responsible bidder for meeting the specifications as set forth in the bid for 2019 Property Maintenance, and

NOW, THEREFORE BE IT RESOLVED, that the Penfield Town Board hereby awards the bid to Emergency Enclosures, 1464 Lake Avenue, Rochester, New York 14615

BE IT FURTHER RESOLVED, that funds for said work are budgeted for in the 2019 adopted budget.

BE IT FURTHER RESOLVED, that the Town of Penfield will include a 25% administrative fee for each service provided and said fee will be charged to the property receiving the required maintenance service.

Moved: Moore
Seconded: Kohl

Adopted

#19T-134 Authorization for Insurance Coverage 2019-2020 by Moore

WHEREAS, Commercial Insurance Consultants, Inc., acting as consultant to the Town, reviewed the proposed renewal from the Town’s current insurance provider, U.S. Specialty for Property and Liability insurance and from a new provider, Beazley, for Pollution Liability insurance effective June 1st 2019, and found the terms of the proposals to be in the Town’s best interest,

NOW, BE IT RESOLVED that the insurance quote of $141,116.27 received from USI for Property and Liability coverage with U.S Specialty and the quote of $5,129.08 for Pollution Liability coverage with Beazley is approved for the 2019-2020 insurance year.

Moved: Moore
Seconded: Kohl

Adopted

Public Participation
Ed Lindskoog, 40 Willow Pond Way, thanked the Town Board for passage of the Monroe County CDBG for 43 Willow Pond sidewalk improvement project on behalf of the Legacy community.

Mr. Lindskoog stated that 25 Willow Pond Way has been flooded since November and still has not been resolved. He would like the Town to intervene and have the owners rectify the issue.

Supervisor LaFountain stated he will follow up with Jim Costello to see if there has been any progress to date.

Mr. Lindskoog stated that it appears that the original owner did not properly grade the area which has contributed to the drainage problem and other areas are flooding because of it. There is some concerns about mosquitos as well.

Executive Session - None

Next Meeting - June 5, 2019

Adjournment

Supervisor LaFountain moved to adjourn the meeting at 8:16 PM.

Amy Steklof, RMC/CMC
Town Clerk