TOWN BOARD LEGISLATIVE AGENDA
Wednesday, June 19, 2019, 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 - May 15, 2019
VI. Petitions
VII. Resolutions by Function

Law and Finance
19T-144 Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Fence Within a Storm Sewer Easement at 18 Summit Crest Drive
19T-145 Authorization to Lease Land for Agricultural Purposes
19T-146 Setting a Public Hearing to Consider Adoption of an Update to the Town's Design and Construction Specifications
19T-147 Authorization to Auction Surplus Cable TV and Audio Video Equipment

Public Works
19T-148 Authorization to Advertise for 2019 Town Hall Sanitary Sewer Project Bids
19T-149 Advertising for Bids for the Department of Public Works Harris Whalen Park Playground Equipment Purchase and Installation
19T-150 Advertising for Bids for the Rothfuss Park Box Athletic Field Improvements

Public Safety - None

Community Services
19T-151 Authorization for Supervisor to Sign Penfield Community Television Contract

VIII. Old Business
IX. New Business
X. Public Participation
XI. Executive Session
XII. Next Meeting: July 3, 2019
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 1303. Questions regarding video coverage contact Penfield TV at (585) 340-8661.
The Regular meeting of the Penfield Town Board was held on Wednesday, June 19, 2019 at 7:00 PM at the Penfield Town Hall, 3100 Atlantic Avenue, Penfield, New York.

Present: Linda Kohl    Councilwoman
         Paula Metzler   Councilwoman
         Andrew Moore   Councilman
         Robert Quinn   Councilman

Also Present: Amy Steklof   Town Clerk
              Richard Horwitz   Town Attorney

Absent: R. Anthony LaFountain  Supervisor

Deputy Supervisor Moore called the meeting to order – The Pledge of Allegiance was led by Scout Troop 1920.

Communications and Announcements

1. Primary Election Day will be held next Tuesday, June 25, 2019, from Noon until 9:00 PM. To vote in this Primary Election you must currently be registered in the Working Families or Independence parties. For more information visit www.monroecounty.gov or contact Town Clerk Amy Steklof at 340-8629 or email clerk@penfield.org.

2. “No Parking” signs will be posted on Friday, June 28, 2019 to guarantee safe passage for emergency vehicles during the Town’s Independence Day Celebration. A complete list of parking restrictions are available at www.penfield.org under quick links.

3. The American Red Cross will be holding a blood drive at the Penfield Community Center, 1985 Baird Road on Friday, June 28, 2019 from 2:00 PM to 7:00 PM. For more information contact 1-800-RED-CROSS or visit www.redcrossblood.org.

4. The Town offices will be closed on Thursday, July 4 and Friday July 5, 2019 in observance of Independence Day. The Library will be closed Saturday, June 29 and Thursday, July 4, 2019.

5. The Town of Penfield will be holding its Independence Day celebration on Saturday, June 29, 2019. The annual parade will kick-off the celebration at 10:00 AM. In the evening, musical entertainment will take place within Harris Whalen Park beginning at 6:00 PM. Penfield’s fireworks show will begin at 10:00 PM.

6. Councilwoman Kohl’s Community Chat will be held on Tuesday, July 16, 2019 from 5:30 PM to 7:00 PM at the Penfield Library, 1985 Baird Road.

Public Participation

Councilman Quinn introduced Scout Troop 1920. The Troop held their Court of Honor Ceremony during the Town Board meeting which was led by Troop Leader Elnora McBeth. Councilman Quinn is the Committee Chair for the Troop. The Troop holds meetings once a week and participates in campouts and other scouting activities. The Penfield Rotary sponsors the organization and Councilman Quinn thanked the Rotary for their support. Scout Troop 1920 also is working on their Citizenship in the Community Badge.

Deputy Supervisor Moore asked the Troop members, as part of their advancement, what questions they had for the Town Board.

A scout asked what Eagle Scout Project the Town of Penfield would like to see.
Deputy Supervisor Moore stated that the Town is eager to have scouts help with Town Projects such as rebuilding a trail or building a bench to be placed along a trail. He also suggested repairing bridges as a possibility. Deputy Supervisor Moore said the Town is always looking for suggestions.

Other scouts asked questions, such as “Why doesn’t the Town have a Police Department,” “What are the previous and future steps to be taken in regards to Shadow Pines,” “How long has there been the Fourth of July parade and fireworks in the Town of Penfield,” “Are there plans to put a path on Blossom Road, near Ellison Park.”

Deputy Supervisor Moore stated all questions were great and thanked the Scout Troop for taking the time to come in to the Town Board meeting and ask questions.

Councilman Quinn said best of luck to the Troop as they work toward Tenderfoot.

Deputy Supervisor Moore received an email from James Boyd. Mr. Boyd wrote that he had just read the history of the Penfield Country Fair Days and would like to see it brought back.

Additions and Deletions to Agenda - None

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of May 15, 2019, Councilman Quinn seconded and all voted “Aye.”

Petitions - None

Resolutions by Function

Law and Finance

#19T-144 Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Fence within a Storm Sewer Easement at 18 Summit Crest 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 Ed and Rebecca Valladares, owners of property of 18 Summit Crest Drive, to permit a fence to encroach into a Storm Sewer easement to the Town of Penfield located at 18 Summit Crest Drive in a form and substance acceptable to the Town Attorney.

Moved: Metzler
Seconded: Kohl

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

Adopted

#19T-145 Authorization to Lease Land for Agricultural Purposes By Moore

WHEREAS, The Town of Penfield owns property located at 1075 Plank Road and wishes to lease said land for agricultural purposes, and

WHEREAS, it is in the best interests of the Town of Penfield to enter said lease, and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board leases to B & N Farms, a parcel of land located at 1075 Plank Road for a period of Five (5) years for agricultural purposes subject to an Agreement to be approved by the Town Attorney.
This resolution is adopted subject to a Permissive Referendum and the Town Clerk be and she is hereby directed to post and publish a Notice in the manner prescribed by Law.

Moved: Metzler
Seconded: Quinn

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

Adopted

#19T-146 Setting a Public Hearing to Consider Adoption of an Update to the Town’s Design and Construction Specifications by Moore

WHEREAS, the Town Board of the Town of Penfield wishes to consider adopting a proposed update to the Town’s Design and Construction Specifications; and

WHEREAS, the Town of Penfield Engineering Department has prepared a draft of the proposed changes for consideration; and

WHEREAS, the Penfield Town Board is best suited to act as “lead agency” within the meaning of the State Environmental Quality Review Act (SEQRA) and thus does hereby designate itself as “lead agency” pursuant to SEQRA; and

WHEREAS, the subject application is determined to be a Type II action pursuant to the State Environmental Quality Review Act (SEQRA);

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the said Town of Penfield shall hold a Public Hearing at the Penfield Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on July 17, 2019, at 7:00 PM on said date, to hear all persons interested on the question of adopting a proposed update to the Town’s Design and Construction Specifications; and be it further

RESOLVED, that the Town Clerk be and is hereby directed to publish and post a Notice of the Public Hearing on the official signboard of the Town in the Manner prescribed by Law, the first publication thereof to be not less than five (5) days and not more than thirty (30) days before the date set for the said Public Hearing.

Moved: Metzler
Seconded: Kohl

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

Adopted

#19T-147 Authorization to Auction Surplus Cable TV and Audio Video Equipment by Moore

WHEREAS, the Cable Television Coordinator has identified the attached list of equipment as surplus and available for public auction; and

WHEREAS, the Town Supervisor and the Cable Television Coordinator be granted the authority to amend the attached list prior to final designation as surplus equipment;

NOW, THEREFORE, BE IT RESOLVED, that the following list of equipment be declared surplus and that the Cable Television Coordinator be and hereby
is authorized to enter into agreement with Roy Teitsworth Inc., 6502 Barber Hill Road, Geneseo, New York 14454, to auction said equipment:

- Panasonic Remote Unit; Model WV-RC35, Serial 6XR00002
- Panasonic Remote Unit; Model WV-RC35; Serial 6XR00005
- Panasonic AWPB605 Video I/O Card (3)
- Panasonic AW-RRP/605 615 Full CCU & Pan /Tilt Ctrlr; Serial: K3TVAO004A
- Panasonic AW-E600; Serial: C4TVB0060 Serial: C4TVB0060
- Panasonic AW-E600; Serial: C4TVB0060 Serial: K3TVB0016
- Panasonic AW-E600; Serial: C4TVB0060 Serial: L3TVB0119
- Panasonic Pan/Tilt AMPH350; Serial: A4A2009Z
- Panasonic Pan/Tilt AMPH350; Serial: L3A2041Z
- Panasonic Pan/Tilt AMPH350; Serial: L3A2029Z
- Panasonic Power AWFS300; Serial: K3A3019Z
- Panasonic Power AWFS300; Serial: K3A3003Z
- Panasonic Power AWFS300
- Canon YH16x7 Lens (3)
- Panasonic Zoom; Model WV-GR12
- Panasonic Zoom View Finder; Model WV-VF01; Serial 79A15608
- Panasonic Zoom View Finder; Model WV-VF01; Serial 79A14823
- Canare Reel; Model R460-S; Serial 410108
- Canare Reel; Model R460-S; Serial 310902
- Canare Reel; Model R460-S; Serial 311106
- Ps2 KVM Switch 4 Port; Model PK-4PA0-A; Serial 000067A
- Vari Zoom Monitors (2); Model E13; Serial 022392
- Marshall Electronics 10 LCD IN/OUT Monitor; Model V-R25P; Serial 9063505973
- Marshall Electronics 4 LCD IN/OUT Monitor; Model V-R44P; Serial 1438007187
- Marshall Electronics 2 LCD IN/OUT Monitor; Model V-R82P; Serial 4188907165
- Marshall Electronics 2 LCD IN/OUT Monitor; Model V-R53P; Serial 1744404886
- Marshall Electronics 3 LCD IN/OUT Monitor; Model V-R43P; Serial 4075407595
- Mackie 16X4 XLR10 Audio Board; Serial 18304
- 110 Grass Valley Switcher; Serial A47747
- PECA, ASAV-2 Audio Sense AV Switch; Serial PIA000011939
- DS-141-B KVM 1X4 DC9V; Serial 03134A
- Juniper Networks; Model NS-5CT-001; Serial 0064012007013882
- Traxis DVB; Model DBS3500; Serial 1010K01423
- Traxis DVB; Model DBS3500; Serial 1010K01422
- Monitor SONY; Model SSM-930; Serial 1060789
- Monitor SONY; Model SSM-930; Serial 1060787
- Monitor SONY; Model SSM-930; Serial 1060725
- Panasonic WV-BM500U (3) Pack; Serial Numbers: 16296/16297/16298
- Fostex Patchbay Audio; Model 3010 (XT)
- Canopus SHX-B100 Interface SD-Audio; Serial A879
- Panasonic SVHS Camera AG-A750; Serial 81143354
- Yamaha MV802; Serial NNO1387
- Pioneer DVD REC DVR-633H-S; Serial EHDL004879CC
- Tascam TAPE-DVD; Model CC-222SL MKII; Serial 0460371
- Ocean Matrix Video Audio DA; Model OMX-7001; Serial 04070590415
- Tektronix 1730 WaveForm Monitor; Serial B011699
- Tektronix 1720 VECTOR Input Monitor; Serial B014558
- Panasonic Camera w/case; Model AG-456; Serial E5HB00503
- Panasonic Power Source; Model AG-B6RP; Serial E501353YD
- FOCUS FS-4 Pro HD; Model 80GB; Serial 25385
- FOCUS Enhancements; Model 60GB; Serial 61446
(Resolution #19T-147 - Continued)

- Battery Charger; Model FS-BC; Serial 12312
- Radio Shack Two-Way Personal Radio (4 units); Model 21-1840; Serials: OGA99
- Pioneer DVD REC; Model PRV-LX10D; Serial FENN1006080CC
- Pioneer DVD REC; Model PRV-LX10D; Serial CJTT001733CC
- Indigo Talley 6P0 Breakout; Model RC4184; Serial GV000219148410
- Mackie 220-Watt Power Audio Board; Serial (21)G70087
- 32 Channel Mackie Audio Board; Serial OM11406
- TBC (2 CH); Model DPS ES-2200 T Dual; Serial 96E21T002
- Digital Transcoder; Model 7400; Serial VXP1537-61A
- DB Professional; Model DBX266XLIV; Serial 00029861
- Sigma Electronics Series 2100 with Accessories:
  - Analog Video Cards 8 SD 2104; Serial 1301RF090
  - BSG-2 IN; Serial 7990020
  - 2x6 Video SD DA; Serial A90101
- Main Box ClearCom 2-Ch. (4 Headsets); Serial 540105
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A058127
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A074289
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A058130
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A074292
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A058128
- Main Box ClearCom Single Channel Boxes; Model 501; Serial: A058129
- Grass Valley Indigo AV Switcher; Serial 0109
- Grass Valley Tally Interface Pro-AV INDG01 Tally Adapt
- Grass Valley Turbo IddR SD/HD Output; Serial: CH-01BA00100
- Anton Bower Ultralight 2; Serial 31769
- Anton Bower Ultralight 2; Serial 71545
- Sony DSR 400L; Serial: S010010130Y; Sony viewfinder; Serial 90033 includes Fujinon TV Zoom Lens; Model VCL-917BY
- Canon DSR300; Model 01004A; Serial: 10323; with Sony ViewFinder Model 10727 and Mic Model DXF-801
- DSR 400; Model SXF 801 with viewfinder; Serial 102726 includes Canon Lens; Model N118
- Sony viewfinder; Serial 90033 includes Fujinon TV Zoom Lens; Model VCL-917BY
- VariZoom Monitors; Model E13; Serial 10R 022392
- VariZoom WV-LK 11 Cranks and Cables (2 Units)

BE IT FURTHER RESOLVED, that the proceeds resulting from the auction and the sale of this equipment be credited to the appropriate fund.

Moved: Metzler
Seconded: Quinn

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

Adopted

Public Works

#19T-148 Authorization to Advertise for 2019 Town Hall Sanitary Sewer Project Bids by Metzler

WHEREAS, that the Penfield Engineering Department be, and hereby is, authorized to advertise, in the Manner prescribed by Law, seeking sealed proposals for the installation of sanitary sewers and appurtenant structures in relation to Town of Penfield Town Hall; and
(Resolution #19T-148 – Continued)

WHEREAS, the Town Board has allocated funds in the 2019 General Fund for installation of Town Hall sanitary sewer project;

NOW, THEREFORE

BE IT RESOLVED, that the Town Engineer be, and hereby is, authorized to advertise, in the Manner prescribed by Law, for sealed proposals for sanitary sewer installation.

BE IT FURTHER RESOLVED that installation methods and materials covered by such sealed proposals shall be in accordance with plans and specifications which have been prepared by the Town of Penfield Engineering Department and are to be advertised on June 27, 2019. The bids shall be received at the Office of the Town Clerk until 10:00 AM, EST, Friday, July 19, 2019, at which point they are to be opened and publicly read.

Moved: Metzler
Seconded: Kohl

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

Adopted

#19T-149 Advertising for Bids for the Department of Public Works
Harris Whalen Park Playground Equipment Purchase and Installation by Metzler

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

Harris Whalen Park Playground Equipment Purchase and Installation

BE IT FURTHER RESOLVED, that the Harris Whalen Park Playground Equipment covered by such proposals shall be in accordance with specifications prepared by the Director of Public Works. Sealed proposals are to be received in the office of the Town Clerk until July 12, 2019 at 11:00 AM local time and there and then to be opened and read publicly by the Town Clerk. Funds for this project are contained in the 2019 budget.

Moved: Metzler
Seconded: Quinn

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

Adopted

#19T-150 Advertising for Bids for the Rothfuss Park Box Athletic Field Improvements by Metzler

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

Site Work and Installation of Equipment for a Box Athletic Field at Rothfuss Park

BE IT FURTHER RESOLVED, that the Rothfuss Park Box Athletic Field covered by such proposals shall be in accordance with specifications prepared by the Director of Public Works. Sealed proposals are to be
received in the office of the Town Clerk until July 19, 2019 at 11:00 AM local time and there and then to be opened and read publicly by the Town Clerk. The Town of Penfield received grant funding for a portion of this project through New York State Senator Rich Funke. Additional funds for this project will be appropriated from the Town’s Recreation Trust Special Revenue Fund as an amendment to the 2019 budget.

Moved: Metzler
Seconded: Kohl

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

Adopted

Public Safety - None

Community Services

#19T-151 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:

Jason R. Darnieder
1331 Marsh Road
Pittsford, New York 14534

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 Absent
      Metzler Aye Moore Aye
      Quinn Aye

Adopted

Old Business - None

New Business - None

Public Participation - None

Executive Session - None

Next Meeting - July 17, 2019

Adjournment

Deputy Supervisor Moore moved to adjourn the meeting at 7:34 PM.

Amy Steklof, RMC/CMC
Town Clerk