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

TOWN BOARD LEGISLATIVE AGENDA
Wednesday, October 2, 2019, 7:00 PM
Supervisor R. Anthony LaFountain, presiding

I. Call to Order - Pledge of Allegiance - Roll Call
II. Public Hearing - Town of Penfield 2020 Preliminary Budget and 2020 Special Districts Budget
III. Communications and Announcements
IV. Public Participation
V. Additions and Deletions to Agenda
VI. Approval of Minutes - September 4, 2019
VII. Petitions
VIII. Resolutions by Function

Law and Finance
19T-188 Authorization for Release of a Portion of a Drainage Easement Located on Lot R-1A of the Pen-Web Park Subdivision

Public Works - None

Public Safety - None

Community Services - None
19T-189 Authorization for Supervisor to Sign Recreation Contracts

IX. Old Business
X. New Business
XI. Public Participation
XII. Executive Session
XIII. Next Meeting: October 16, 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, October 2, 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

Also Present: Amy Steklof   Town Clerk
Richard Horwitz   Town Attorney
Bunny Brinkman   Library Director

Absent: Andrew Moore   Councilman
Robert Quinn   Councilman

Supervisor LaFountain called the meeting to order – Pledge of Allegiance

Public Hearing Town of Penfield 2020 Preliminary Budget and 2020 Special Districts Budget

The Town Clerk read the title of the above Public Hearing; said Notice was published in the Penfield Post on September 19, 2019 and was posted on the Town Website and Town Clerk Bulletin Board. No postcards were mailed due to this being a Town wide action. Town Attorney Horwitz confirmed that this Hearing is in order.

Supervisor LaFountain gave an overview of the 2020 Preliminary Budget and Special Districts Budget. Normally, the presentation would be delivered by Finance Director, Barbara Chirdo, but she was absent due to a family emergency.

Supervisor LaFountain stated that the property tax bill is broken up into three (3) components, the smallest being Town taxes at 8% for the day to day activities. County taxes account for 24% and School taxes account for 68%.

The total budget, including Special Districts, is $20,671,392 which is an increase of $411,786 from 2019. The Tax Levy increase of $60,458 is again below the Tax Cap. With this budget, the 2020 tax rate remains at $2.78 per $1,000 of assessed property value. The average tax bill will be $528.20 for a home costing $190,000.

Supervisor LaFountain went on to say that with 19 towns in Monroe County, Penfield’s property tax rate remains one of the lowest.

Supervisor LaFountain went over the Towns Fiscal Stress Score stating that ours is one of the lowest across the State and has been consistent for the last three (3) years. The Town of Penfield is consistently recognized as one of the most financially responsible Towns in New York State and continues to receive an Aa1 credit rating from Moody’s Investors service which is one of the highest in the State.

Supervisor LaFountain highlighted a number of items that had taken place in the past year and went over the anticipated rates for the Town’s Special Districts. Lastly, he gave a summary of the Preliminary Operating Budget for the 2020 fiscal year; Appropriations - $20,671,392, Revenue - $8,258,725, Reserve Fund Balance - $290,000, Fund Balance - $380,340 and Tax Levy - $11,742,327.

Supervisor LaFountain informed residents that the Town Board will review all comments between October 3 to 10 and then plan to develop the Final Budget to be adopted at the October 16, 2019 Town Board Legislative meeting. To view the full Preliminary Budget, and this evening’s presentation, please visit the Town’s website at www.penfield.org. Residents will be able to view the Final Budget on the Town’s website once it is adopted.
Julie Mitchell, 27 Whitespire Lane, thanked the Town for the thorough layout of the Budget. She stated that it is important that residents understand the difference between the Tax Levy vs. the Tax Rate and that just because the Tax Rate remains flat doesn’t mean taxes stay static. She appreciates the way Supervisor LaFountain explained it. Ms. Mitchell asked Supervisor LaFountain to clarify what was used to put together the sales tax projected increase of $300,000.

Supervisor LaFountain stated that in the past 10 years, sales tax history has shown that sales tax has consistently gone up. He also stated that Monroe County sends the Town a quarterly report based on that information which gives a good indication of what the estimated sales tax will be.

Ms. Mitchell asked if the Assessor’s office plans to conduct a reassessment this coming year.

Supervisor LaFountain stated the Town plans to do a reassessment in 2020.

Ms. Mitchell also asked if the 2020 sidewalk budget is for Huntington Meadows exclusively.

Supervisor LaFountain stated, “that is correct.” The Town Board typically budgets for new sidewalks as well as for maintenance for existing sidewalks.

Ms. Mitchell asked how the Town handles the rising increases for employees each year.

Supervisor LaFountain stated the Town budgets each year for insurances, health care and workers comp. Historically, the Town Board goes out to bid every three (3) years for insurances. The Town’s medical cost for 2020 will be down 4%.

Lastly, Ms. Mitchell asked what is the total amount of reserves and how much of the reserves are being used.

Supervisor LaFountain stated he will get the figure for her. He let her know that all Budget questions received will be posted online with answers by Monday the latest.

Mindy Maclaren, 1724 Five Mile Line Road, asked why the Budget shows that there is a decrease for web maintenance and technical support of $16,000.

Supervisor LaFountain stated that the Town has embarked on putting together a new website and the bulk of the cost will be incurred in 2019. The Town hopes to have the new website up and running by early 2020.

Ms. Maclaren asked, in regards to the Serial Bonds, why the projected spending on the Shadow Pines Bond decreased by $20,000 for 2020.

Supervisor LaFountain when bonding, and as time goes on, less interest is paid and more is paid on the principal. The bond will reduce itself between now and the end of the bond term.

Lastly, Ms. Maclaren asked how much is the Town spending for pesticides to be sprayed on Town properties.

Supervisor LaFountain stated he does not know the exact amount, but will add this question and it’s answer to the website.
Questions for Town of Penfield 2020 Budget

1. The data was not posted on the Town's website as requested, it was emailed just to me...why?
2. Where are the year to year comparisons? Previous year actual, current year budget, current year-to-date and 2020 proposed?
3. I assume "Current Year Original" means 2019 adopted budget amount and is the single point of comparison - correct?
4. Staff annual salary increases appears to variable by department - what is the anticipated annual increase percent across all departments, who decides this?
5. Where is the fire district budget input, is it late again?
6. Are the Hospital-Medical Ins, Detail, Social Security, Retirement, Workmens Comp, totalled in one place? Why some increases and some decreases? What are the total costs and projected increase or decrease?
7. Account A00-1000-1120-0000 -- Sales tax distribution is projected to increase $300k is that realistic and why?
8. Account DA0-1000-1001-0000 -- Real property taxes is projected to increase $160k is that realistic?
9. It appears that some retiring bond debt and reduced annual costs are helping with managing the 2020 budget...please elaborate
10. Account A00-1355-0001-1011 -- Why is the Assessors office adding a full time staff member, and is there an upcoming reassessment, if so starting when?
11. Accounts A00-1620-0004-4061 A00-1620-0004-4161 -- What is the $58k reduction of RGE annual costs attributable to new solar array? If so, it is worth highlighting!
12. Account A00-1620-0004-4661 -- Why $30k decrease in facilities account for Shadow Pines/Clark House?
13. Account A00-9710-0006-6005 -- Why $20k reduction in Land Acquisition Shadow Pines Bond? ($100k to $80k)
14. Fund S10 Sewer Fund -- Why are sewer fund revenues going up by $87k and surplus fund being used?
15. Account SL0-1000-1001-0000 -- Why are town wide lighting district revenues going down $35k?
16. Account A00-5410-0003-3015 -- Why is there $140k for new sidewalk installation? Where will that be spent? Widen some selected routes per Bicycle Master Plan?
17. How much total money from previous years/reserve/surplus/fund balance is being used to help augment the 2020 budget?
18. What are the major capital projects anticipated in 2020 that this budget supports?

Hearing closed.

Supervisor LaFountain took the agenda out of order so that Public Participation could come before Communications and Announcements.

Public Participation

Richard Hammann, 1410 Penfield Center Road, stated that he is concerned about the damage deer have done to his property in regards to eating his produce, and has questions about the Law to discharge firearms in designated areas. He would like to sit down at a Work Session meeting and talk to the Town Board about the damage, and what he is allowed to do on his own property to solve the issue. He mentioned that he knows that there is a possibility that 74 homes may be built between Jackson Road, Northrup Road and Plank Road which will relocate many deer living in that area. He stated he has spoken to Mike Wasilco from NYSDEC. He would like the Town Board to contact Mr. Wasilco for suggestions on how to handle the situation when the Law states specifically where fire arms may be discharged.
Supervisor LaFountain stated that it is a reasonable suggestion.

Mr. Hammann told Councilwoman Metzler he is sorry to hear she will be leaving the Town Board. He said she has been a valuable member on the Town Board and the Drainage Committee.

Councilwoman Metzler stated that they will chat about drainage before the next Watershed Management Committee and will report on their conversation.

Communications and Announcements

1. The 2019 General Election will be the first time New Yorkers will have the experience of “Early Voting.” Beginning October 26 through November 3, registered voters can go to a designated voting center to complete their ballot. The hours of these locations will vary day to day, opening early some days and staying open later others. The Penfield Town Hall will be one of seven (7) county wide centers offering Early Voting. The current planned hours are available on the Town’s website calendar at www.penfield.org. Voters are likely to see new equipment at the Early Voting centers. Electronic Poll Books (E-Poll Books), will be necessary to make sure voters can only vote once. Individuals will not be able to go to another center and cast a ballot. Votes casted at an Early Voting center will not be counted until Election night. Those who vote on Tuesday, November 5, 2019 will go to their registered polling location to cast a ballot. All information regarding this year’s Election is available at www.monroecounty.gov/elections.

2. Passport Night in Penfield will be tomorrow night, Thursday, October 3, 2019 from 6:00 PM to 7:30 PM at the Town Hall. Individuals in need of a new or updated passport are welcome to attend. This event comes through a partnership with the Clerk’s Offices of Monroe County and the Town of Penfield. For general information on routine or expedited passport applications, go to www.monroecounty.gov.

3. The Town will be holding its annual Recycling Day event this Saturday, October 5, 2019 at its Department of Public Works facility. From 7:00 AM to 3:30 PM, Penfield residents can bring metals, household appliances, brush, clothing and linens, or documents for destruction to 1607 Jackson Road. Please note that no electronics, leaves or grass will be accepted at this event. Information on Recycling Day and other Town services is available at www.penfield.org.

4. Next week, October 6 through 12 is National Fire Prevention Week. This year’s campaign, “Not Every Hero Wears a Cape, Plan and Practice Your Escape!” works to educate everyone about the small, but important actions they can take to keep themselves, and those around them safe. When it comes to fire safety, anyone can be a hero. It is easy to take the first steps, just make an escape plan for your home! Mere seconds can mean the difference between a safe escape and a tragedy. Firefighters continuously provide lifesaving public education to children, adults, and teachers to stay safe in case of a fire. Fire Prevention Week is observed each year during the commemoration of the Great Chicago Fire, which began on October 8, 1871. Fire Prevention Week is the longest running public health observance in the United States. Additional Fire safety information is available at www.nfpa.org or www.fireprevention.org.
5. The Town of Penfield offices will be closed on Monday, October 14, 2019 in observance of Columbus Day. Includes: Town Hall, DPW, Recreation and Courts. The Public Library will be open during normal business hours.

6. Penfield Rotary and R-Community Bikes are again partnering with the Town to hold a Community Bike Drop-Off at the Community Center. This Saturday, October 5, 2019 come to 1985 Baird Road between 10:00 AM and 1:00 PM to donate your used bikes to Penfield Rotary. Receipts will be provided for all donations. R-Community Bikes will repair and deliver the bikes to those in the Rochester community who depend on them for transportation to get to work, school, or training sessions, as well as for recreational use. Information on this event is available at www.penfieldrotary.org.

7. Councilwoman Kohl’s next Community Chat will be held on Tuesday, October 15, 2019 from 5:30 PM to 7:00 PM in the New Book area at the Penfield Library, 1985 Baird Road.

8. The Town’s annual Family Halloween Fun night will be held on Friday, October 18, 2019 from 6:00 PM to 8:00 PM at the Community Center. Join your friends and neighbors for games, trick-or-treat, hayrides, crafts, music and more! The Town would like to thank Woody Acres and the Rothfuss Family for their generous contributions to this event each year. All activities are free for the evening. Information on this and other Halloween activities are available in the Pen Rec Fall Brochure and www.penfieldrec.org.

Additions and Deletions to Agenda - None

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of September 4, 2019, Councilwoman Metzler seconded and all voted “Aye.”

Petitions - None

Resolutions by Function

Law and Finance

#19T-188 Authorization for Release of a Portion of a Drainage Easement Located on Lot R-1A of the Pen-Web Park Subdivision by Moore

WHEREAS, the owners of the property at 3 Pen-Web Park have requested that the Town of Penfield release the portion of the 30 foot wide drainage easement on said property; and

WHEREAS, the original drainage easement was recorded in the Monroe County Clerk’s Office in Liber 3720 of Deeds, page 319; and

WHEREAS, a portion of the existing 30 foot wide drainage easement that encompasses R-1A is not needed by the Town of Penfield and should be abandoned, as shown on the attached exhibit “A”; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Supervisor to sign a Release of Easement to permit a release of a portion of an existing Drainage easement as shown on a map entitled “Lot R-1A Pen-Web Park Resubdivision, prepared by O’Neill-Rodak Land Surveying Associates, dated 7/26/2019.

BE IT FURTHER RESOLVED that the Release of Easement shall be in the Town’s format and shall be recorded at the Monroe County Clerk’s Office with a certified copy of this Resolution.
(Resolution #19T-188 - Continued)

Moved: Metzler  
Seconded: Kohl  

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

See Attachment at End of Minutes

Adopted

Public Works - None
Public Safety - None
Community Services

19T-189  Authorization for Supervisor to Sign Recreation Contracts  
By Kohl

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

Penfield Youth Wrestling Club, 11 Leonard Crescent, Penfield, NY 14526, Direct Youth Wrestle program for fall and winter sessions in 2017-2018 for fee of 80% of revenue minus expenses. Voucher to be submitted 10/16/19.

Moved: Kohl  
Seconded: Metzler  

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

Adopted

Old Business - None
New Business - None
Public Participation - None
Executive Session - None
Next Meeting - October 16, 2019
Adjournment

Supervisor LaFountain moved to adjourn the meeting at 8:03 PM.

Amy Steklof, RMC/CMC  
Town Clerk