TOWN BOARD SPECIAL WORK SESSION AGENDA

Wednesday, October 2, 2019, 6:00 PM
Supervisor R. Anthony LaFountain, presiding

I. Call to Order
II. Approval of Minutes: (NONE)
III. Monthly Reports
IV. Public Hearings: (NONE)
V. Guests
   a. (NONE)
VI. Action Items
   a. RFP for Shadow Pines Conceptual Master Plan - Costello
VII. Informational Items
   a. (NONE)
VIII. Held Items
   a. Jomanda Way, Expanding No Shooting Petition - LaFountain
   b. Sign Ordinance Updates/Proposed Ordinance Revision - Costello/LaFountain
   c. Community Choice Aggregation, Penfield CCA Resident's Committee - LaFountain
   d. Conditional Use Permit and Site Plan Approval for Apartment Building at 1384 Empire Blvd. - Costello
   e. Low Pressure Sewer Systems - New MCDOH and NYSDEC Regulations - Valentine

IX. Old Business – (NONE)
X. New Business
XI. Executive Session
XII. Next Meeting: October 23, 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.
I. Call to Order

Present:
Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler

Also Present:
Amy Steklof
Jim Costello

Absent:
Councilman Moore
Councilman Quinn

II. Approval of Minutes - None

III. Monthly Reports - None

IV. Public Hearing - None

V. Guests - None

VI. ACTION ITEMS

a. RFP for Shadow Pines Conceptual Master Plan - Costello

Supervisor LaFountain stated that this Special Work Session is a follow-up of the previous meeting held in September to look at the five (5) proposals submitted. The project timeframe was to begin tomorrow, October 3, 2019 with the assumption that there would be a resolution submitted for this evening to be completed no later than Friday, November 22, 2019.

Jim Costello stated that five (5) RFPs were received. They were from the firms Barton and Loguidice, Bergman, BME P.C., Costich Engineers, and McCord Landscape Architecture. The Bids came in as follows:

- Barton and Loguidice: $16,898
- Bergman: $69,905
- BME P.C.: $12,500
- Costich Engineers: $33,216
- McCord Landscape Architecture: $9,400

Supervisor LaFountain stated that the McCord Landscape Architecture Bid came in after the deadline on September 24, 2019. The other four (4) Bids came in on September 20, 2019.
Councilwoman Metzler stated that this project is already budgeted for in the 2019 Budget. She went on to say that, in respect to the Shadow Pines Masterplan, this is the only chance the Town of Penfield has to get it right and does not want to rush any decisions. Councilwoman Metzler also said she had concerns with each of the proposals that were presented. She is looking for an update that comes in creatively and with the greatest scope of ideas. She stated that this is a piece of property she hopes will benefit the greatest cross section and the greatest number of residents of all abilities in our community. Councilwoman Metzler stated that she is not ready to choose, at this point in time, from the bids that have been submitted.

Councilwoman Kohl stated she would like to have another discussion when the full Town Board is present. She went on to say that she does have a preference that the Board may not agree with initially, but hopes that when the full Board meets they can work together to make an educated decision on which would be the best RFP for Shadow Pines.

Supervisor LaFountain stated that this is important to put into the record because these are professional services and therefore, it is not necessary to choose the lowest bid, but to see which proposal would benefit the Community as a whole.

Councilwoman Metzler moved to table this pending further discussion. Councilwoman Kohl seconded.

Supervisor LaFountain stated that the next opportunity to discuss this will be at the next Town Board Work Session on October 23, 2019. The October 9, 2019 Work Session has been canceled due to the Jewish Holiday, Yom Kippor.

Supervisor LaFountain asked Mr. Costello to reach out to all five of the bidding Firms to let them know that the matter was tabled and that a couple of weeks have been added to the timeline in fairness to whichever Firm is selected so they have ample time to submit the appropriate plan.

Councilwoman Metzler reiterated that the Town Board has been determined, since inception of the plan, to engage the best people for the committee and that there is no rush to get it right.

Supervisor LaFountain reminded everyone that this action item will be added to the October 23, 2019 Work Session Agenda.

VII. INFORMATIONAL ITEMS

a. None
VIII. HELD ITEMS
   a. Jomanda Way, Expanding No Shooting Petition – LaFountain
   b. Sign Ordinance Updates/Proposed Ordinance Revision – Costello/LaFountain
   c. Community Choice Aggregation, Penfield CCA Resident’s Committee – LaFountain
   d. Conditional Use Permit and Site Plan Approval for Apartment Building at 1384 Empire Blvd. – Costello
   e. Low Pressure Sewer Systems – New MCDOH and NYSDEC Regulations – Valentine

IX. Old Business – None

X. New Business – None

XI. Executive Session – Real Estate, Litigation and Human Resource Matters – None

XII. Next Meeting – October 23, 2019

XIII. Adjournment – Supervisor LaFountain adjourned the regular Work Session at 6:11 PM.

Amy Steklof, RMC/CMC
Town Clerk