Town Board Work Session Agenda  
April 27, 2011  
7:00 p.m.

I. Call to Order

II. Approval of Minutes  
- 3/16/11 Special Town Board Work Session  
- 4/13/11 Regular Work Session

III. Monthly Reports - April

IV. Public Hearing - None

V. Guests - None

VI. ACTION ITEMS

Law and Finance  
1. Los Amigos Signage – Costello  
2. Sign Ordinance Next Steps – Costello/Morehouse/Suveges

Public Works  
1. Easement Encroachment 28 Whitespire Lane - DiFrancesco

Public Safety - None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance  
1. 2014 Five Mile Line Road – Costello  
2. Ruoff Update – Benway/Fletcher

Public Works  
1. Mott’s Lane Timeline – Fletcher/Benway/Costello

Public Safety - None

Community Services – None

VIII. HELD ITEMS

1. Pond Ownership – Staff  
2. Four Corners Signage – Costello/Fletcher

IX. Old Business

X. New Business

XI. Executive Session – Real Estate, Litigation and Human Resource Matters

XII. Adjournment
I. Call to Order

Present:

Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler
Councilman Moore
Councilman Quinn

Also Present:

Geoff Benway
Jim Costello
Mark DiFrancesco
Jim Fletcher
Lisa Grosser
Harold Morehouse

II. Approval of Minutes – 3/16/11 Special Town Board Work Session 4/13/11 Regular Work Session

CM Moore moved for the approval of the Minutes of March 16, 2011 and April 13, 2011, CW Metzler seconded the motion.

III. Monthly Reports – April

Supervisor LaFountain stated that the Monthly Reports for April are not yet completed.

IV. Public Hearing – None

IV. Guests – Allen’s Creek Assessment and Stabilization

Sean McAdams and John Condino of Burton & Loguidice submitted a report regarding Allen’s Creek. The presentation included an evaluation of stream patterns, erosion and potential solutions. The stream is overburdened by sediment. The sediment has increased significantly over the past 25 years as flooding has increased. A stream management plan was outlined where the Town can identify specific goals and objectives. Sites of repair and improvement would need to be prioritized. If the channel is reconfigured we can improve the flow, and regulate future flood plain encroachment.

Councilman Quinn asked what the time frame would be for this project?

Geoff Benway said it would take at least (1) one year to obtain permits.
Supervisor LaFountain asked if Sean could give a ballpark estimate of the cost for this potential project.

Sean said it would be in a range of $100,000 to $500,000, depending on the extent that we address each site.

Supervisor LaFountain said the next step is for the Board to review the report and identify specific work that the Town would like to focus on. Our contract with Burton & Loguidice is about to expire. We will look at preparing the next contract and review the next steps in the permit process.

Benway said he would scan the report and put it on our website for access by Board members and Town residents.

VI. ACTION ITEMS

Law and Finance
1. Los Amigos Signage - Costello
Jim Costello said one of the Conditions of Approval for Los Amigos was to replace a non-conforming back-lit illuminated sign. Southpaw Signs has designed a new front-lit illuminated sign. The sign is a smaller size than allowed by code.

Councilwoman Kohl said the sign should be cleaned up to have only the business name and phone number.

All other Board members approved the proposed design.

Supervisor LaFountain said they will grant approval for this sign.

2. Sign Ordinance Next Steps - Costello/Morehouse/Suveges
Supervisor LaFountain stated after our last Work Session the staff was going to take the additional input we had received from residents and businesses and make changes and upgrades.

Jim Costello said that some of the Penfield Businesses had requested displaying a banner for advertisement. Town Staff reviewed an option to allow a (2’ x 3’) flag in lieu of an A frame sign. The flag would have to be displayed on the building housing the business. Several of the businesses in the Four Corners area are either too far or too close to the road to utilize a flag for advertisement.

A discussion ensued around accommodating banners under Temporary Recreation Permits. This would be addressed under Article IV, separate from the Sign Ordinance. It was decided that they would increase the allowance to (4) four times per year, for up to (2) two weeks each.
A discussion followed regarding fees for this type of Temporary Recreation Permit. A decision was not reached, but they will review a possible reduced fee, or an annual fee for this type of permit.

Supervisor LaFountain asked Costello to prepare for a discussion at the next Town Board Work Session. If a decision is reached at that time, a Resolution will be prepared for the adoption of the Sign Ordinance at the next Legislative Session on May 18, 2011. LaFountain also asked Costello to prepare to address changes to Article IV at the next Work Session on May 11, 2011.

Public Works
1. Easement Encroachment 28 Whitespire Lane – DiFrancesco
Mark DiFrancesco stated that Ron Walsh, 28 Whitespire Lane obtained a permit for an inground pool in 2010. In addition to the pool, significant landscaping, a sprinkler system and a (4) four foot aluminum fence was installed. The Building Department went out to inspect the property to issue the final C of C and found that the fence was not installed where it had been approved. The fence is on the property line, which is in a 25’ storm sewer easement. A sewer representative went out and verified that the storm sewer had not been damaged. The building department cannot close out this permit until the fence is moved.

The Board discussed and decided that the fence would need to be relocated (3) three feet into the easement so that, if necessary, the Town could access the storm sewer where the easement exists. A Resolution will be prepared which will include statements saying that when the fence is being relocated, a temporary fence will be installed to prevent unwanted access to the pool. The storm sewer line will also be re-evaluated to verify that there is no damage to the sewer. All costs associated with moving the fence are at the expense of the resident.

Supervisor LaFountain asked DiFrancesco to prepare a Resolution. He asked that Town Attorney, Dick Horwitz review the Resolution before it is presented. If the Town Attorney agrees, the Resolution will be submitted to the Board for approval at the next Legislative Session on May 4, 2011.

Public Safety - None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance
1. 2014 Five Mile Line Road – Costello
Supervisor LaFountain asked for an update on the storm sewer repair.
Jim Costello said we need to determine if we want and need the storm sewer to be replaced and what the associated costs and fees would be.

Supervisor LaFountain asked Jim Fletcher to provide Terry Rice, Director of Transportation of Monroe County a list of our concerns. Jim said he will obtain an e-mail response from Terry with his feedback on the situation.

Jim Costello said we still need to sit down with the School District.

Supervisor LaFountain said Benway, Fletcher and Costello need to meet with the School District. Include Mr. Carlevatti and Mr. Sansouci in your discussions. Please plan to have your data and cost estimate ready to present at the next Work Session on May 11, 2011.

2. Ruoff Update – Benway/Fletcher
Jim Fletcher said he had sent an e-mail to Supervisor LaFountain explaining the expectations for the project. They will be bringing equipment, trucks and stone to the property. They will isolate the exact location of the mercury and work will begin on Monday.

Jim Costello said he notified the DEC that they would begin work on the 29th. He received a response back from the DEC saying “that is great.”

Supervisor LaFountain stated that we are planning to pull out additional pieces of asphalt, remove the mercury, test the remaining piles and verify they are okay. We will then bring in clean fill and cut in a new driveway. There are (2) two driveways, one at the park entrance and one at the Ruoff property. The gate at the Ruoff property will become the new access point for the park. The old driveway will be closed and additional parking will be added.

Fletcher anticipates this will be a (1) one to (2) two week project.

Supervisor LaFountain thanked Fletcher, Benway and Costello for their work on this project.

Public Works
1. Mott’s Lane Timeline – Fletcher/Benway/Costello
Geoff Benway submitted plans, with minor revisions, that will be going to the New York State DOT for approval within the next month. Last year the estimated cost was $195,000. We have obtained authorization for Highway employees to perform the work under contract.

Supervisor LaFountain asked once the permit is received, how long do you anticipate this will take?
Geoff Benway said (4-6) four to six weeks to get the base done and then an additional (4) four weeks to complete the top. Benway said the entire project would be completed in (3) three months.

Supervisor LaFountain said when we receive the final permit we need to notify those businesses in the area that will be impacted by the construction. Who will be the contact person for this project?

Benway said he would be the contact for the project, and then one of Fletcher’s employees would be the Project Manager on site.

Public Safety - None

Community Services - None

VIII. HELD ITEMS
1. Pond Ownership – Staff – Not discussed
2. Four Corners Signage – Fletcher/Costello – Not discussed

IX. Old Business
Benway stated that Jim Fletcher will begin work at Willow Pond next week. There are 132 trees to be removed.

Costello said he has received correspondence from GES (Groundwater and Environmental Services) stating that the contamination levels at Schaufelberger Park are far below minimum standards and a letter is being sent to the Department of Environmental Conservation asking to re-classify the property.

X. New Business - None

XI. Executive Session – Real Estate, Litigation and Human Resource Matters – No Session tonight

XII. Adjournment – Supervisor LaFountain adjourned the Work Session at 8:35 PM