Town Board Work Session Agenda
June 8, 2011
7:00 PM

I. Call to Order

II. Approval of Minutes  May 25, 2011 and April 13, 2011

III. Monthly Reports - May

IV. Public Hearing - None

V. Guests - None

VI. ACTION ITEMS

Law and Finance
1. Review of Property Maintenance Bids – Morehouse/Suveges
2. Embellishments for Abbington Place Subdivision - Costello

Public Works
1. Irondequoit Creek Flood Abatement Study – Benway
2. Proposal for Extension 19 P.S. Forcemain, Ph III – DiFrancesco
3. Parkview/White Village Update on Sewer Project – DiFrancesco
4. Chapter 18 Update (Town Parks and Properties) - Benway

Public Safety - None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance - None

Public Works
1. 2011 Drainage Project Update – Benway

Public Safety - None

Community Services - None

VIII. HELD ITEMS
1. Pond Ownership – Staff
2. Four Corners Signage – Costello/Fletcher
3. Rezoning of Properties Adjacent to Harris Whalen Park - Costello

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
Lisa Grosser
Harold Morehouse

II. Approval of Minutes – 4/13/11 and 5/25/11

CM Moore moved for the approval of the Minutes of April 13, 2011 and May 25, 2011, CW Metzler seconded the motion.

III. Monthly Reports – None

IV. Public Hearing – None

V. Guests – None

VI. ACTION ITEMS

Law and Finance

1. Review of Property Maintenance Bids – Morehouse/Suveges

Harold Morehouse submitted a summary of the bids received from last week’s bid opening for Property Maintenance. Harold stated that overall for general maintenance the prices are fairly even. Boon and Sons also owns a refuse company, so their rubbish and garbage removal costs are lower.

Councilman Moore asked if we were planning on going with one (1) company, or do we plan to itemize out the requirements and go with the lowest bidder?

Morehouse said that he and Andy Suveges, Building/Code Compliance Inspector, would prefer to use one company for all requirements. He also stated that we go to a property on average of three (3) times per year at the higher rate when the grass is over 12”.
Councilwoman Metzler stated the fees for property maintenance are added to the property tax bill and then become the responsibility of the homeowner.

Supervisor LaFountain stated that we have used the services of Boon and Sons in the past. We had five (5) companies request bid specs, but only two (2) submitted bids. The two (2) bids are very comparable. The recommendation would be to go with Boon and Sons.

Councilman Quinn asked how many times per year are we cutting the resident’s grass?

Morehouse said that last year we went out approximately 13 times and there were five (5) or six (6) properties that were maintained. On average we are going out 8 to 12 times per year.

Councilman Quinn asked why are we not using employees and Town equipment to maintain these properties?

Supervisor LaFountain explained that the Town uses two (2) types of mowers. First, a large roadside type mower, and second a smaller mower that is used to maintain ball fields. The current equipment that is being used to maintain these properties is a more heavy duty unit like a brush hog. There may be debris in the yard that could cause damage to a smaller mower.

Morehouse stated that Suveges meets the mowing company representative on site and reviews what needs to be done. After the work is completed he goes back to the property to verify the job is done correctly.

Councilwoman Metzler said also by utilizing an outside company it is less of a burden to our staff.

The Board agreed that Boon and Sons should be awarded the bid for the Property Maintenance.

Morehouse will submit two (2) Resolutions for the next Legislative Session on June 15, 2011.

2. Embellishments for Abbington Place Subdivision – Costello
Jim Costello said we are finalizing the comment process, before we sign off on plans. One (1) outstanding issue is with regards to concerns of ongoing maintenance of improvements in subdivisions. Developers are adding more decorative medians, plantings, landscaping and ponds. The updated Spec Book allows the addition of green space in cul-de-sacs. Maintenance of these additional features has fallen to the Town.

We recently held Public Hearings for Sidewalk, Lighting and Sewer Districts for Abbington Place Subdivision. PRC has suggested creating a Special District for maintaining embellishments of this subdivision.
Costello also said that currently a developer is responsible for medians, cul-de-sacs, ponds and decorative signs while properties are being sold. When the developer is done selling houses in the subdivision, he is no longer responsible. Town wide funds should not be used to pay for the benefits of one subdivision. If we create a district, the costs are shared when the developer is done. We can take the cost to maintain the embellishments and divide it out by the number of residents in the subdivision.

Councilwoman Metzler said she would like to make sure that residents are aware of these costs prior to purchasing the property.

Costello stated that when we create a district everyone in that district is responsible for the costs. Annually the costs can be adjusted. If the residents would like, they can take control and bid out the services themselves.

The Board agreed that creating an Embellishment District would be beneficial to everyone.

Supervisor LaFountain said that during the Public Hearings for Abbington Place last week, no one spoke before the Board. We did receive one (1) letter from a resident who was against the sidewalk and lighting districts. She wanted to make sure that Town wide funds are not being used for these districts.

Costello will prepare four (4) Resolutions for the 6/15/11 Legislative Session, these will be for the creation of the Sewer, Sidewalk and Lighting Special Districts. He will also include a Resolution for the creation of an Embellishment District.

Public Works
1. Irondequoit Creek Flood Abatement Study – Benway
Geoff Benway stated that in 1981 the Army Corps of Engineers completed a feasibility study. In 2000 an updated study was started to evaluate flood protection in the area. This study was not completed due to Federal funds being redirected to the Katrina catastrophe. The Army Corps of Engineers has contacted the Town, along with Monroe County, to see if we are interested in completing the study that was started in 2000. The initial investment in this study is approximately $1 million. The funding came from the Federal government along with some from the County.

Benway also said that Monroe County is the lead agency, and they are looking for a commitment from the Town of Penfield to continue the study. The data from the original study is eight (8) years old and should still be valid. There is not an extensive amount left to complete the study, following through on the comments is what remains.
Councilwoman Metzler asked how the study originally began and what were the goals of the study?

Benway said that there had been two (2) large floods in Panorama at that time. County Executive Doyle and Town Supervisor Nolan received funding from Section 205 of the 1948 Flood Control Act to finance this study.

Costello asked what are the chances we would actually get funding for this project?

Benway said he is not sure, but with an incomplete study we would not get any funding. When the study is finalized, we are not obligated to complete the work. At this time we have covered our share of the costs through the County. The County has all of the documentation.

Councilwoman Metzler asked how many flood events have we had since that study was started?

Benway said we have not had significant flooding since that time. Naige Nunc is located in the area. One of the town’s largest employers with over 1,000 employees, and they work 24 hours a day. Panorama Plaza has been remodeled and new stores have been raised. Tops Supermarkets has a flood gate installed.

Costello said a 100 year storm has not happened yet.

Councilman Quinn said he would like to see a schedule with a time line and associated costs, including a Public Information Meeting for residents and/or Public Hearing if appropriate.

Supervisor LaFountain asked who are the contacts at the County and the Army Corps of Engineers?

Benway said Jason Kennedy, Chief of Engineering and Facilities Management at Monroe County and Laura Ortiz, Project Manager at US Army Corps of Engineers.

Supervisor LaFountain suggests having both of them attend a Work Session. This would be a good refresher for everyone and we would like to move in the right direction. We can start a Work Session early to accommodate them, maybe 5:30 or 6:00 PM.

Benway said he would try to set something up for a future date.

2. Proposal for Extension 19 P.S. Forcemain, Ph III - DiFrancesco

Mark DiFrancesco is still working on this. He hopes to have an update for the next Work Session on June 22, 2011.

3. Parkview/White Village Update on Sewer Project - DiFrancesco

Mark DiFrancesco is still working on this. He hopes to have an update for the next Work Session on June 22, 2011.
4. Chapter 18 Update (Town Parks and Properties) - Benway
Supervisor LaFountain said the Watershed Management Committee is looking at updating Chapter 18 of the Ordinance, it is 35 years old.

Benway submitted a trifold handout from the Watershed Management Committee that would be mailed to all residents that live adjacent to stormwater ponds.

In regards to updating Chapter 18, Benway has researched existing regulations within other towns and looked at Monroe County Parks regulations. He spoke with Andy Suveges, who is involved in the enforcement side of this. We are looking at a way to address the difference between Town owned property and a Town Park. He included a list of Town owned ponds. Also included, is a list of issues and activities that may be permitted or prohibited. We need to meet with Dick Horwitz, Town Attorney to discuss this further.

Supervisor LaFountain said there are two (2) items we as a Town are responsible for; controlling flow during a storm and water quality. The ordinance protects for violations committed by residents.

Supervisor LaFountain said we need to prepare a draft of Chapter 18 and share it with the Watershed Management Committee. Next a Public Hearing would need to be scheduled to adopt the new Chapter 18. The new revision would need to be consistent with today’s issues. The time line would be as follows: develop, review, schedule a Public Hearing and adopt the changes. The target for adoption is the first meeting in September. Evan Shepherd will be getting involved with this project.

Supervisor LaFountain asked Benway to get the brochure out to residents that live adjacent to ponds as soon as possible. He will include a cover letter with the brochure to explain that the Town will be updating Chapter 18 of the Ordinance.

Councilman Quinn suggested adding the brochure to our website for residents to review on line.

Public Safety - None

Community Services - None

VII. INFORMATIONAL ITEMS

Law and Finance - None

Public Works

1. 2011 Drainage Project Update - Benway

Geoff Benway said he has updated the Drainage Project spreadsheet to include both estimated costs and what has been spent Year-To-
Date. He will include this spreadsheet with his monthly report that will be sent to the Board.

Supervisor LaFountain asked what is the status of the Allen’s Creek Erosion?

Benway said we are waiting for an updated proposal.

Supervisor LaFountain asked where are we with Willow Pond?

Benway said the Department of Environmental Conservation will be coming into town next month to do an inspection. When the report is completed we can then submit it to have the hazard classification changed to a “B.” The internal review process needs to be completed first.

Supervisor LaFountain asked about the final grading.

Benway said it is complete, but there are some rocks. They will verify at inspection if they are satisfied with the quality.

Supervisor LaFountain said when we get the response from Department of Environmental Conservation, add that to the report.

Councilwoman Metzler asked Benway to advise when the Department of Environmental Conservation is coming because she would like to notify residents.

Supervisor LaFountain asked Benway to stay on top of the reclassification. He has made a commitment to Jim Smith, Supervisor Town of Perinton. We shared the expense for this cleanup, and need to know what will have to be accomplished in 2012. We will continue to approach this as a partnership.

Public Safety - None

Community Services - None

VIII. HELD ITEMS
1. Pond Ownership - Staff - Not discussed
2. Four Corners Signage - Fletcher/Costello - Not discussed
3. Rezoning of Properties Adjacent to Harris Whalen Park - Costello - Not discussed

IX. Old Business - None

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 8:05 PM.