PENFIELD TOWN BOARD MEETING AGENDA
Wednesday April 4, 2012 7:30 PM
Supervisor R. Anthony LaFountain, presiding

I Call to Order - Pledge of Allegiance - Roll Call

II Informal Discussion – Regarding the Possible Construction of 12 Town House Units and other associated Improvements on 2.48 +/- at 2305 Penfield Road

III Communications and Announcements

IV Public Participation

V Additions and Deletions to Agenda

VI Approval of Minutes – March 7, 2012

VII Petitions

VIII Resolutions by Function

Law and Finance
12T-093 Authorization for Various Equipment Purchases - Highway Department
12T-094 Authorizing the Town Supervisor to sign a Service Contract for Labor and Masonry Services
12T-095 Setting a Public Hearing to Allow a Grocery Store at 1830 Penfield Road

Public Works
12T-096 Advertising for Bids for Highway Department Equipment
12T-097 Authorization to Auction Surplus Equipment

Public Safety - None

Community Services
12T-098 Award Bid for Color Resurfacing of four (4) Tennis Courts at Harris Whalen Park
12T-099 Authorization for Supervisor to Sign Recreation Contracts

IX Old Business

X New Business

XI Public Participation

XII Adjournment
The Regular meeting of the Penfield Town Board was held on Wednesday, April 4, 2012 at 7:30 PM at the Penfield Town Hall, 3100 Atlantic Avenue, Penfield, New York.

Present: R. Anthony LaFountain  Supervisor
         Linda Kohl        Councilwoman
         Paula Metzler    Councilwoman
         Andrew Moore    Councilman
         Robert Quinn    Councilman

Also Present: Amy Steklof   Town Clerk
             Richard Horwitz  Town Attorney
             Mark Valentine  Planning Department Head

Supervisor LaFountain called the meeting to order

The Pledge of Allegiance was led by Penfield Fire Chief, Jeff Whithall.

Supervisor LaFountain recognized Penfield Fire Chief, Jeff Whithall. Fire Chief Whithall announced that the Fire Department is in the middle of their Annual Fund Drive. Donations help pay for equipment, training, uniforms and other items.

Fire Chief Whithall stated there are 71 volunteer firemen and women. This keeps the fire tax in the community very low.

Donations can be made online at www.penfieldfire.org. Fire Chief Whithall thanked the Town Board for allowing them to place their banners around town and appreciates the Town’s support.

Fire Chief Whithall also announced that their open house will be held on Saturday, April 21, 2012 from 1:00 – 4:00 PM.

Supervisor LaFountain thanked Fire Chief Whithall and all of the Fire District volunteers on behalf of the Town Board and the community for all they do for the Town.

Informal Discussion: Regarding the Possible Construction of 12 Townhouse Units and other Associated Improvements on 2.48 +/- Acres at 2305 Penfield Road (see Resolution #12T-090)

The Town Clerk read the Title of Notice of Informal Discussion, said Notice was published in the Penfield Post on March 15, 2012 and was posted on the Town website and the Town Clerk Bulletin Board.

Rose Gabriele, Real Estate broker with Remax Plus and daughter of the owner of the property, gave a brief description of the property and the history of how it has been marketed.

Roy Garfinkel, Surveyor and employed at L.S. Costich Engineering for 24 years, put together a concept plan for the Town Board to consider. The plan consists of the 12 townhouses and although aware that the property is zoned for single family homes, they feel the proposed plan is a good fit for the parcel.

Informal Discussion closed.

Communications and Announcements

1. Town Clerk Steklof hosted a successful Passport Night at the Town Hall along with County Clerk Cheryl Dinalfo, County Legislators Debbie Drawe and Dan Quatro. 20 new passports were processed and over 20 others received help with their passport renewal forms.
(Communications and Announcements – Continued)

2. The Town of Penfield will start conducting a dog census on Saturday, April 7, 2012. The Animal Control Officers will visit residences in the Town to identify the number of dogs residing in each home. Dog owners will be required to license their unlicensed dogs within 10 days of being notified.

3. Have-a-Heart traps will be made available beginning Saturday, April 14, 2012 at the Animal Control Office, 1587 Jackson Road. Traps may be picked up at 10:00 AM on Saturdays with a $25 deposit which will be given back when the trap is returned. A trap may be borrowed for one (1) week.

4. During the month of April, all Town and County taxes can be paid at the Penfield Town Hall. Tax Receiver, Margaret Revelle will continue accepting payments by mail, in person or by drop box located at the Town Hall.

5. The Young Open and Honest Players (YOHP) will hold auditions for the play “Harvey” on Wednesday, April 11, 2012 at 6:00 PM at the Penfield Community Center, 1985 Baird Road. For more information call 340-8655.

6. The New York State Department of Transportation will be adding green turn arrows at the Four Corners intersection in Penfield. Construction to be completed in the 2012 construction season.

7. The Penfield Local History Room, the Penfield Library and the Penfield Heritage Association will be sponsoring an event having to do with the Civil War on Saturday, April 21, 2012 from 10:00 AM to 3:00 PM. For more information contact Town Historian, Kathy Kanauer at 340-8740.

8. The Monroe County Household Hazardous Waste Collection will be held Saturday, April 21, 2012 from 7:45 AM to 1:00 PM at the Penfield Highway Garage, 1607 Jackson Road. To make an appointment call 340-8710 or visit: www.monroecounty.gov to get more information.

9. The Town offices will be closed on Friday, April 6, 2012 in observance of Good Friday.

10. The Town of Penfield’s annual Spring Clean Up Day will be held on Saturday, April 28, 2012 starting at 9:00 AM at the Penfield Community Center, 1985 Baird Road. To register, please call 340-8651.

11. The Town of Penfield’s Electronics Recycling and Secure Document Destruction will be held April 28, 2012 from 9:00 AM to 2:00 PM at the Penfield Highway Garage. For more information visit: www.penfield.org.

12. The Penfield Trails Committee will sponsor a free guided hike at Channing H. Philbrick Park, Saturday, April 14, 2012 at 10:00 AM. Participants are asked to register by calling 340-8655.

13. Opening Day for the Penfield Little League will be Saturday, April 28, 2012 at the Veteran’s Ball Fields.

14. Penfield Recreation will host a free Family Wellness Fest on Sunday, April 22, 2012 at the Penfield Community Center from 11:00 AM to 1:00 PM. Participants are asked to register by calling 340-8655 or visit wellness@penfield.org for more information.

15. Councilwoman Kohl’s next Community Chat will be held on Tuesday, April 17, 2012 from 5:30 to 7:00 PM at the Penfield Public Library, 1985 Baird Road.
Penfield History/Trivia

Submit answer to pctv@penfield.org or #penlive.

In 2011, Sherwood Field became the tenth Town Park to be dedicated in Penfield. Which town park was dedicated first?

A) Greenwood Park  
B) Veteran’s Memorial Park  
C) Harris Whalen Park  
D) Linear/Channing Philbrick Park  
E) LaSalle’s Landing Park

Answer is “D”

Public Participation

Tim Murphy, 48 Corral Dr. has been on the Recreation Board since 1999. Mr. Murphy stated that he works for Thermo Fisher Scientific and that they are conducting a fundraiser that benefits the Penfield Fire Department.

Mr. Murphy also stated that in a couple of weeks, Department Heads from Penfield will visit Thermo Fisher Scientific and will discuss lean initiatives as part of a private/public partnership with the Town of Penfield.

Mr. Murphy spoke about the Parks and Recreation Advisory Board and how he believes there has been a lack of leadership and communication in regard to their relationship with the Town Board.

Mr. Murphy stated that he has a list of suggestions that he would like to address. They are as follows:

1. Hire a Recreation Director – COMPLETE
2. Ask current PRAB about their status in their term, then as needed, recruit to fill open positions including the Chairperson and youth members
3. Make sure that meeting minutes with Issues/Opportunities/Action Items gets from each meeting to the Town Board who in turn reviews
4. Consider a goal tree starting with high level goals of the Supervisor cascading down to Town Board, Department Heads, Employees and Boards – prioritize and create a feedback loop
5. Consider rotating or alternating Town Board members at various board meetings during the year
6. Link the great work of the Trails Committee to the PRAB, maybe back to back meetings on the monthly schedule
7. Require that the Parks Department have representation at PRAB meeting

Mr. Murphy stated he would like to be able to have an open conversation with the Town to address the issues.

Dan Quatro, Legislator from the 15th District, 637 Contempri Way thanked Town Clerk Amy Steklof for hosting the Passport Night last Thursday. There were three (3) Legislators in attendance; Legislators Dan Quatro, Debbie Drawe and Mike Barker along with County Clerk Cheryl Dinalfo. Legislator Quatro stated that Passport Night is a great service that the Town provides.

Town Clerk Steklof stated that she had great feedback from the residents that participated in the event.

Legislator Quatro congratulated the Town Supervisor, Town Board and Department Heads on the bond rating of AA2 that the Town recently received from Moodys.
Legislator Quatro said that the State Budget was passed on time for the second year in a row and that the County is waiting to see the details in terms of how it affects the County Budget.

Legislator Quatro stated that he and Legislator Drawe pledge to protect the taxpayers of the Town of Penfield and Webster.

Supervisor LaFountain thanked Legislator Quatro for his continued support.

Additions and Deletions to Agenda - None

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of March 7, 2012. Councilman Quinn seconded and all voted “Aye.”

Petitions - None

Resolutions by Function

Law and Finance

#12T-093 Authorization for Various Equipment Purchases Highway Department by Moore

WHEREAS, the adopted 2012 Budget for the Highway Department provides for the purchase of equipment from New York State Contract for the following:

A) 2012 Ford F350 XL crew cab, 2 WD, 8.0’ Box (Vermillion Red) New York Contract #PC65030 Item 95A (Approximately $22,113.97)

B) Eagle 1300# Direct Lift Gate assembly installed standard steel platform ($1,925.00)

C) Spray under rail bed liner black color ($500.00)

D) Stainless Steel tube Steps installed ($325.00)

E) Weatherguard model 1908 black window protector installed with Weatherguard mounting kit ($350.00)

F) Weatherguard model 354-3-01 white transfer tanks installed includes 12v electric pump with handle and hose kit ($1,425.00)

G) Weatherguard model 127-0-02 clear aluminum saddle box installed ($625.00)

H) One beacon light - cab mounted ($400)

I) One Falcon XL 7’x 14’ Trailer with double rear doors undercoated from Factory Direct Trailers (Approximately $5,372.00)

WHEREAS, the Highway Department expenditures are to be funded from the Highway Capital Reserve Fund which is subject to Permissive Referendum and,

NOW, THEREFORE BE IT RESOLVED, the Director of Public Works be, and hereby are authorized to purchase said equipment from the New York Contract and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the adoption of that portion of this Resolution with respect to the expenditure from Highway Capital Reserve Fund is subject to a Permissive Referendum and the Town Clerk be, and hereby is, directed to publish and post a Notice in the manner prescribed by law.
Penfield Town Board, April 4, 2012

(Resolution #12T-093 – Continued)

Moved: Moore
Seconded: Kohl

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

Adopted

#12T-094 Authorizing the Town Supervisor to sign a Service Contract for Labor and Masonry Services by Moore

BE IT RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign a contract for masonry labor services with Mike Odle Masonry, 6401 Furnace Road, Ontario, NY,

AND, BE IT FURTHER RESOLVED, that this contract is an annual contract allowing us to utilize the services of Mike Odle Masonry and does not obviate any of the requirements of the Town’s Procurement Guidelines to seek the lowest possible price for intended work.

Moved: Moore
Seconded: Quinn

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

Adopted

#12T-095 Setting a Public Hearing to Allow a Grocery Store at 1830 Penfield Road by Moore

WHEREAS, an application has been received by the Penfield Town Board for the issuance of a Special Permit pursuant to Article III-3-97 of the Code to allow a grocery store at 1830 Penfield Road, located in the Four Corners (FC) zoning district;

NOW, THEREFORE, BE IT RESOLVED, that 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 be it further

RESOLVED, that the Penfield Town Board, acting as “lead agency” has determined the proposal to be a Type II action pursuant to SEQRA; and be it further

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 May 2, 2012, at 7:30 PM on said date, to consider the said application and to hear all persons interested on the question of the issuance of a Special Permit to allow a grocery store at 1830 Penfield Road, in the Four Corners (FC) zoning district; and be it further

RESOLVED, that a copy of this Resolution, certified by the Town Clerk, shall be published at least once in the official newspaper of the Town, the first publication thereof to be not less than ten (10) nor more than twenty (20) days before the date set for said Hearing as aforesaid. A copy of this Resolution shall be posted on the official signboard of the Town as prescribed by Law.
Penfield Town Board, April 4, 2012

(Resolution #12T-095 – Continued)

Moved: Moore
Seconded: Metzler

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

Adopted

Public Works

#12T-096 Advertising for Bids for Highway Department Equipment
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 Highway Department the
following:

One Heavy Duty Hydraulic Tracks Excavator

BE IT FURTHER RESOLVED, that the 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 11:00 AM local time Thursday, April 19, 2012 and there
and then are to be opened by the Town Clerk.

Moved: Metzler
Seconded: Moore

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

Adopted

#12T-097 Authorization to Auction Surplus Equipment by Metzler

BE IT RESOLVED, that the following equipment be declared surplus:

DEPARTMENT OF PUBLIC WORKS

Miscellaneous Small Equipment (See Attached List)

1993 Ford Tractor w/Clam Bucket P-8
Ford Tractor w/Side Mower H-37
2004 Toro Mower P-6
2004 Chevy P-22
Ingersoll Rand Air Compressor H-10
Lincoln WeldanPower

BE IT FURTHER RESOLVED, that the Director of Public Works be authorized
to enter into a contract with Roy Teitsworth, Inc., to auction said
equipment.

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

Moved: Metzler
Seconded: Kohl

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

Adopted
WHEREAS, sealed bids were sought and requested to provide the Penfield Parks Department for color resurfacing of four (4) tennis courts at Harris Whalen Park and,

WHEREAS, on Friday, March 8, 2012 at 11:00 AM local time, the following sealed bids were received, opened and read publicly by the Town Clerk.

(1) Super Seal Sealcoating $42,940.00
P.O. Box 925
Penfield, NY 14526

(2) Nagle Athletic Surfaces $47,000.00
7709 Maltlage Drive
Liverpool, NY 13090

WHEREAS, Super Seal Sealcoating, P.O. Box 925, Penfield, NY 14526 is the lowest responsible bidder meeting all specifications as set forth in the bid, and

THEREFORE BE IT RESOLVED, that the Town Board of the Town of Penfield award the bid to Super Seal Sealcoating for a bid of $42,940.00, and

BE IT FURTHER RESOLVED, that funds are provided for in the Parks and Facilities Budget for 2012.

Moved: Kohl  
Seconded: Quinn

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

Adopted

#12T-099 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:

Rosemary Irwin, 10 Blossom Circle West, Rochester, NY 14610, Instructor for Happiness Hypothesis 3/22 – 4/5 for a fee of 70% of total revenue. Voucher to be submitted on 4/18/12.

Moved: Kohl  
Seconded: Metzler

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

Adopted

Old Business – None

New Business – None

Public Participation – None
Adjournment

Supervisor LaFountain adjourned the meeting at 8:40 PM

Amy Steklof
Town Clerk