I  Call to Order - Pledge of Allegiance - Roll Call

II Communications and Announcements

III Public Participation

IV Additions and Deletions to Agenda

V Approval of Minutes – October 16, 2013

VI Petitions

VII Resolutions by Function
   Law and Finance
   #13T-208  2013 Budget Amendment-2014 Sewer Projects
   #13T-209  2013 Budget Transfers-Salaries

   Public Works
   #13T-210  Awarding Contract for Snow and Ice Removal for Residential Roads
   #13T-211  Awarding Contract for Snow and Ice Removal for Parking Lots

   Public Safety - None

   Community Services
   #13T-212  Update to Parks, Recreation, Facilities Fee Schedule Policy

VIII Old Business

IX New Business

X Public Participation

XI Adjournment
The Regular meeting of the Penfield Town Board was held on Wednesday, November 20, 2013 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
Robert Quinn Councilman

Also Present: Amy Steklof Town Clerk
Richard Horwitz Town Attorney

Absent: Andrew Moore Councilman

Supervisor LaFountain called the meeting to order – Pledge of Allegiance

Supervisor LaFountain requested a moment of silence for Robert T. “Bob” Gentle, owner of Gentle’s Farm Market in Penfield. Mr. Gentle passed away on November 7, 2013 after a battle with cancer.

Kathy Cummins, Ecumenical Food Shelf Volunteer, recognized the outpouring of support from the community for the local food shelf. She stated that the annual Cares and Shares giving trees will be going up at the Penfield Community Center and the YMCA with gift tags for children of food shelf clients 17 and under. All gifts must be received by December 18 with distribution occurring on Saturday, December 21, 2013.

Ms. Cummins continued to stress the “Adopt a Shelf Program” and that there are 16 new families that have adopted a shelf. Besides food donations, the food shelf also will gladly receive cash and check donations. There is a Pay Pal link on the website. Please e-mail the food shelf at penfieldfoodshelf@gmail.com if interested in volunteering. A list of items needed for donation can be found on the food shelf website at www.penfieldecumenicalfoodshelf.org or on their Facebook page.

Fran Cardella recognized and thanked Tim Murphy and Mike Roschetzky for installing a new kitchen floor at the food shelf.

Mr. Cardella stated that the number of families in need are increasing. The average total number of families that came through the food shelf per week a year ago were 65 families. This year, 80 families or more are expected. Last years food shelf Thanksgiving distribution served 90 families. This year, 130 families are expected.

Foodlink plans to visit the food shelf to conduct an assessment before it begins its proposed partnership with the food shelf. Also, Foodlink will be offering the option of bringing a Mobile Food Cupboard for operation in our community for all those in need. The Food Shelf Board will be speaking to the Town Board soon to ask for help with this venture. The Penfield Food Shelf is located at 1618 Jackson Road. (585) 234-0799.

Mr. Cardella stated that the community has been very supportive of all Food Shelf initiatives and thanked the Town Board for all their support.

Communications and Announcements

1. Please contact the Tax Department at 340-8625 or by e-mail at receivertaxes@penfield.org if you are planning to be away for the winter season, so that the 2014 Town and County Tax Bill can be forwarded to the proper address. The bills will be mailed out on December 31, 2013.

2. For Holiday and Winter Safety Tips, please visit www.nfpa.org.
3. Children can send letters to Santa Claus in care of Penfield Recreation postmarked no later than December 4, 2013. Please be sure to include your return address. For more information contact Penfield Recreation at 340-8655.

4. Winter parking rules are in effect until April 1, 2014. No parking will be allowed on all roads and highways between 2:00 AM and 7:00 AM.

5. Rental of Harris Whalen Lodge and Dolomite Lodge for 2014 will begin on Wednesday, December 4 at 10:30 AM by going online at www.penfieldrec.org or registering in person at the Recreation Office, 1985 Baird Road.

6. The Town Offices will be closed Thursday, November 28 and Friday, November 29, 2013 in observance of the Thanksgiving Day Holiday.

7. The Mobile DMV will be in the Town Hall Auditorium next Tuesday, November 26, 2013.

8. The Shepherd Home’s third annual Wings of Light Luminaria, “Celebrating the Angels in our Lives” will be held on Monday, December 16, 2013 from 5:00 PM to 8:00 PM. The luminaries may be purchased online or by calling The Shepherd Home at 381-0890 through December 13, 2013.

9. Penfield Recreation will hold its annual Holiday Celebration and Santa’s All-You-Can-Eat Pancake Dinner on Friday, December 6, 2013 at the Penfield Community Center from 6:00 PM to 8:00 PM. Tickets may be purchased at the Penfield Recreation Office, 1985 Baird Road or by calling 585-340-8655. Tickets will also be available at the door.

10. The Penfield Recreation Department received two (2) awards from the Genesee Valley Recreation and Parks Society, Inc. (GVRPS). The first award was the “Special Publications and Marketing Award – Class II” for the Recreation Department’s website 2013. The second award was the “Exceptional Program Award” for their DEAR Program (Daytime Education and Recreation) 2013.

Public Participation

Gerald Russ, 101 Heather Drive, stated he is an officer of the Penfield Democratic Committee and participated in this year’s campaign. He congratulated all elected officials who won the recent local election and thanked everyone for their years of service to the Town. He stated that he hopes the Town Board will consider the initiatives that the Democratic Team brought forth during the campaign.

Additions and Deletions to Agenda

Councilman Quinn made a motion to withdraw Resolutions #13T-210 and #13T-211 from the agenda, Supervisor LaFountain seconded.

Approval of Minutes

Councilwoman Kohl moved to approve the Minutes of October 16, 2013, Councilwoman Metzler seconded and all voted “Aye.”

Petitions

The Town Clerk received a Petition signed by 12 residents protesting the large storage container placed in the back yard of a Triple Diamond Way property that backs up to 1339 Hatch Road. The petitioners would like the container relocated or removed from the area.
Resolutions by Function

Law and Finance

#13T-208  2013 Budget Amendment – 2014 Sewer Projects

WHEREAS, during 2013, the Town Board approved the Proposal for Engineering services from MRB Group relating to 2014 Sewer Improvement Projects per Town Board Resolution #13T-121 of May 15, 2013, and

WHEREAS, the Town Board desires to have an up-to-date budget in relation to current income and expenditures,

NOW BE IT RESOLVED, that the following 2013 Budget Amendment be approved as follows:

General Fund Revenues
Description Increase Revised Budget
01-1440-5031-0001 $125,000 $125,000
Intra-Fund Revenues-Capital Account
Total Revenue $125,000 $125,000

General Fund Appropriations
Description 2014 Sewer Project-Engineering
01-1440-0004-4021 $125,000 $125,000

Total Expense $125,000 $125,000

Moved: Metzler
Seconded: Kohl

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

Adopted

#13T-209  2013 Budget Transfers – Salaries

WHEREAS, merit raises and other adjustments were approved for salaries during 2013, and

WHEREAS, the Town Board desires to have an up-to-date budget in relation to current income and expenditures,

NOW, BE IT RESOLVED that the following 2013 Budget Transfers be approved:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessors Dept.</td>
<td>Building Inspectors</td>
<td>$28,200.00</td>
</tr>
<tr>
<td>01-1355-0001-1011 ($32,000.00)</td>
<td>01-3620-0001-1011</td>
<td>$28,200.00</td>
</tr>
<tr>
<td>01-1355-0001-1012 ($7,400.00)</td>
<td>01-3410-0001-1011</td>
<td>$41,500.00</td>
</tr>
<tr>
<td>01-1355-0001-1013 ($11,400.00)</td>
<td>Planning Department</td>
<td>$15,800.00</td>
</tr>
<tr>
<td>01-1440-0001-1015 ($34,700.00)</td>
<td>History Room</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>Parks Dept.</td>
<td>01-7510-0001-1013</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>01-7110-0001-1016 ($10,910.00)</td>
<td>Cable TV</td>
<td>$5,400.00</td>
</tr>
<tr>
<td></td>
<td>01-8989-0001-1014</td>
<td>$5,400.00</td>
</tr>
<tr>
<td></td>
<td>01-8989-0001-1017</td>
<td>$1,310.00</td>
</tr>
<tr>
<td></td>
<td>01-8989-0001-1019</td>
<td>$2,900.00</td>
</tr>
</tbody>
</table>

Totals: $96,410.00

Moved: Quinn
Seconded: Metzler
Penfield Town Board, November 20, 2013

(Resolution #13T-209 – Continued)

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

Adopted

Public Works

#13T-210  Awarding Contract for Snow and Ice Removal for Residential Roads by Metzler – WITHDRAWN

#13T-211  Awarding Contract for Snow and Ice Removal for Parking Lots by Metzler – WITHDRAWN

Public Safety – None

Community Services

#13T-212  Update to Parks, Recreation, Facilities Fee Schedule Policy by Kohl

WHEREAS, the Town of Penfield adopted updated facility fee schedule Policy for Parks and Facilities for Open Shelter:

WHEREAS, the Town Board has reviewed updated recommendations:

Amend Resolution #13T-207

Adopted:  Channing Philbrick Park and Veterans Memorial Park Open Shelters

- Resident $22.00 / $19.00 self serve on-line reservations replace with the following $22.00 / $19.80 self serve on-line reservations.

Moved:  Kohl
Seconded:  Quinn

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

Adopted

Old Business – None

New Business – None

Public Participation

Calvin Frelier, 15 Old Westfall Drive distributed handouts pertaining to the Sanitary Sewer Parkview Drive / White Village Drive that can be found at the end of the Minutes.

Mr. Frelier stated he is concerned about the cost of the project. He feels that a stronger justification for the project is needed and would like the Town Board to get solid numbers on the number of residents that plan to connect to the sewer system, otherwise he does not feel the project is cost effective nor beneficial to the taxpayers.

Supervisor LaFountain commented that, according to the Town’s figures the annual cost per household is in the $800 range due to the cost of the project being spread over the entire Sewer District and not just those homes affected by the project.

{Public Participation – Continued}
He also stated that the decision to create a Town wide Sewer District was made by a past Town Board from back in the 1990’s. It was in order to take care of both failing septic systems and for upgrading older sewer systems.

Mr. Frelier stated that he feels there has to be a stronger business case for the project and is wondering if it is an efficient use of tax dollars.

Supervisor LaFountain stated that there has been a number of failures of septic systems in this area reported by the Health Department. He also stated that based on the past petition process that was conducted, 70% of the residents were in favor of the installation of the sewer system and history has shown that there would be a high connection rate.

Councilwoman Metzler asked Mr. Freiler if he has been told by his neighbors that they no longer are interested in connecting to the sewer system?

Mr. Frelier said he has not heard of anyone planning to connect, but he has heard from some that they resent it and don’t need it. He stated that he continues to feel that the project is vastly expensive for the number of properties that will be served.

Adjournment

Supervisor LaFountain adjourned the meeting at 8:23 PM.

Amy Steklof, RMC
Town Clerk
Sanitary Sewer Parkview Drive / White Village Drive

comment
C. Frelier 11.20.2013

• Contents
• 1. Cost Breakdown
• 2. Public Portion
• 3. Private Portion
• 4. Sanitary Sewer Cost Summary
• 5. Septic Alternative
• 6. Summary Chart
• 7. Challenge to the Board
• 8. Conclusion
Sanitary Sewer Parkview Drive / White Village Drive

Cost Breakdown

Public Portion

<table>
<thead>
<tr>
<th>2013 Breakdown For Parkview Sewer Project Proposal</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual Sewer System Costs Over 20 Years</td>
<td>Inhabited Parcels</td>
<td>Cost Per Parcel</td>
<td>Source</td>
</tr>
<tr>
<td>Loan Amount</td>
<td>$ 2,440,000</td>
<td></td>
<td>Town Board</td>
</tr>
<tr>
<td>Interest Rate</td>
<td>4%</td>
<td></td>
<td>Town Board</td>
</tr>
<tr>
<td>*Total of Loan for 20 years</td>
<td>$ 3,567,841</td>
<td>175</td>
<td>$ 20,388</td>
</tr>
</tbody>
</table>

Cost to public to provide an option to connect to sanitary sewer

$20,388

* Found by multiplying 40 semiannual payments of $89,196.02 by 40. Where 89,196.02 is calculated using the excel spreadsheet function “PMT”
Sanitary Sewer Parkview Drive / White Village Drive

Cost Breakdown
Private Portion

<table>
<thead>
<tr>
<th>Estimated Connection Costs*</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Create Trench,</td>
<td></td>
</tr>
<tr>
<td>2. Lay Private Sewer Connecting Spur,</td>
<td></td>
</tr>
<tr>
<td>3. Connect to sewer,</td>
<td></td>
</tr>
<tr>
<td>4. Remove septic tank lid and fill with stone, and</td>
<td>$ 3,500</td>
</tr>
<tr>
<td>5. Close septic tank.</td>
<td></td>
</tr>
<tr>
<td>Connection Fee</td>
<td>$ 500</td>
</tr>
<tr>
<td>Total estimated private investment</td>
<td>$ 4,000</td>
</tr>
</tbody>
</table>

Cost to homeowner to connect to sanitary sewer

$4,000

*Fact Sheet - Penfield Consolidated Sanitary Sewer District 2011
Sanitary Sewer Parkview Drive / White Village Drive

Sanitary Sewer Cost Summary

Public and Private summary

• Public Portion per home = $20,388
• Private Portion per home = $4,000

• Public & Private cost per home:
  $24,388

*Fact Sheet - Penfield Consolidated Sanitary Sewer District 2011
Sanitary Sewer Parkview Drive / White Village Drive

Septic Alternative

Cost Summary

- Replace Septic Tank estimated cost $3500*
- New Leach Lines estimated cost $4500**

Total est. cost for a completely modern septic system

$8000

* Phone estimate McKenna using a backhoe to remove and replace
**Phone estimate Tri-county systems for 5 bedroom house with loamy soil.
Summary Chart comparing costs each alternative regardless of who pays.

- Septic - assumes pumped out every 3 years no tank or field repair.
- Sewer - operating costs including treatment and bond costs

Sanitary Sewer Parkview Drive / White Village Drive
Sanitary Sewer Parkview Drive / White Village Drive

Challenge to the Board

• Given the large disparity of cost for the two options this project needs a strong business justification that particularly and distinctly points out the reasons for going forward.
  – A credible business case justification must include publicly visible commitments to connecting and when.
Sanitary Sewer Parkview Drive / White Village Drive

Conclusion

• Subscription rates are unknown, where subscription rate is defined those people who have officially (publicly visible) signed up for connection when the sewer goes through.

• These are necessary risk reduction activities that have not occurred, here risk is defined as the likelihood that the sewer system will be built and an unjustifiably low number of homes will attach. Risk reduction activities need to be performed to guard against the reckless use of taxpayer funds.