

SUPERVISOR
William A. Smith, Jr.



COUNCIL MEMBERS
Jared C. Lusk, Deputy
Supervisor
Mary Gehl Doyle
Kate Munzinger
Matthew J. O' Connor

TOWN BOARD AGENDA

**Town Hall – 11 S. Main Street, Pittsford
Legislative Session**

Tuesday, January 17, 2017 6:00 PM

Call to Order

Minutes

January 3, 2017

General

Retirement Resolution (Starowicz)

Legal Matters

Financial Matters

Transfers

Vouchers

Operational Matters

Agreement with Town of Brighton for Snow and Ice Control on Allens Creek Road

Harladay Hots Vending Permit

Street Light Repair Authorization

Personnel Matters

Training Request

Recreational Matters

Other Business

Public Comment

Adjournment

Resolution of Commendation

honoring

EDMUND S. STAROWICZ, JR.

Whereas, Edmund S. “Ed” Starowicz, Jr. joined the Town of Pittsford as Deputy Commissioner of Public Works in 2003 and in the course of his career has been an exemplary public servant, lending his skills and knowledge to many key Town initiatives and showing great personal dedication to staff and residents; and

Whereas, an invaluable asset to the Town’s DPW operations, **Ed Starowicz** has successfully managed many key Town projects, including most notably King’s Bend Park and the Safe Routes to School sidewalk project; he has been a diligent trainer and counselor to staff members, a highly effective leader of the Town’s safety efforts while identifying, championing, and implementing best practices, and a commendable and respected Town representative to the Monroe County Stormwater Coalition; and

Whereas, known to be fair, reliable, approachable, and a quick and tenacious problem solver, **Ed Starowicz** is a loyal and supportive team member willing to help wherever needed, providing and inspiring excellent customer service with genuine concern for others, to the great benefit of our staff and our community.

Now, Therefore Be It Resolved that the Town Board of the Town of Pittsford recognizes **Ed Starowicz’s** dedication and outstanding service to the Town of Pittsford for the past 14 years; and

Further Resolved, that now, on the occasion of his retirement, with utmost regard and appreciation the Town Board of the Town of Pittsford thanks **Edmund S. Starowicz, Jr.** for the exceptional thought, care, time, and effort he has put into his work, resulting in outstanding and dedicated service to our staff, our residents, and our community, and for serving as a conscientious, highly effective, and exemplary member of our staff team over the course of his career.

This resolution was declared adopted by the order of the Town Board on January 17, 2017.

William A. Smith, Supervisor

Jared C. Lusk, Deputy Supervisor

Mary Gehl Doyle, Councilwoman

Kate Bohne Munzinger, Councilwoman

Matthew J. O’Connor, Councilman

Minutes of the Town Board for January 3, 2017

**DRAFT
TOWN OF PITTSFORD
TOWN BOARD
JANUARY 3, 2017
ORGANIZATIONAL SESSION**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, January 3, 2017 at 6:00 P.M. local time in Pittsford Town Hall.

PRESENT: Supervisor William A. Smith, Jr.; Councilpersons Mary Gehl Doyle, Jared C. Lusk, Katherine B. Munzinger and Matthew J. O'Connor.

ABSENT: There were no Town Board members absent.

ALSO PRESENT: Staff Members: Paul J. Schenkel, Commissioner of Public Works; Gregory J. Duane, Finance Director; Jessie Hollenbeck, Recreation Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk.

ATTENDANCE: There were seven (7) members of the public were in attendance and two (2) additional staff members.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and, following the Town Clerk's roll call of the board, invited Deputy Supervisor Lusk to lead in the Pledge of Allegiance.

MINUTES OF DECEMBER 20 AND THE DECEMBER 30, 2016 MEETINGS APPROVED

A Resolution to approve the Minutes of the December 20 and December 30, 2016 Town Board meetings was offered by Supervisor Smith, seconded by Councilwoman Doyle, and voted on by the members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the December 20 and December 30, 2016 are approved as written.

TOWN BOARD MEETING SCHEDULE APPROVED

Following a discussion of the tentative Town Board meeting schedule and, thereafter, making an adjustment to the date of the first meeting of November, a Resolution to approve the proposed Tentative 2017 Town Board Meeting Schedule as amended was offered by Supervisor Smith, seconded by Councilwoman Doyle, and voted on by the members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the 2017 Town Board Meeting Schedule be approved and published as amended.

SUPERVISOR'S APPOINTMENTS FOR 2017

Supervisor Smith announced the following appointments for 2017:

- Deputy Supervisor – Jared C. Lusk
- Director of Finance and Budget Director – Gregory Duane
- Secretary to the Supervisor – Elizabeth Mehlrose
- Town Historian – Audrey Johnson

Minutes of the Town Board for January 3, 2017

TOWN BOARD LIAISONS FOR 2017

Supervisor Smith announced the following Town Board liaison assignments for 2017:

Councilwoman Mary Gehl Doyle Deputy Supervisor Jared Lusk	Parks and Recreation Board; Library Board of Trustees Leadership Committee; Pittsford Youth Services; Assessment Review Board
Councilwoman Kate Munzinger	Zoning Board of Appeals; Design Review and Historic Preservation Board
Councilman Matthew O'Connor Supervisor William Smith	Environmental Board; Planning Board Leadership Committee

Supervisor Smith indicated, in order, the appointments and approvals to be considered by the Town Board for the Organizational portion of the meeting, indicating that a vote on all of the proposed items would be taken immediately thereafter, subject to discussion and amendment, if any:

A Resolution to approve the proposed 2017 appointments to various Volunteer Boards, the Town Accountant, the Town Engineer and a Marriage Officer was offered by Supervisor Smith, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

BE IT RESOLVED, that the following appointments to the various Volunteer Boards, the Town Accountant, the Town Engineer and Marriage Officer are approved as follows:

VOLUNTEER BOARD APPOINTMENTS:

DESIGN REVIEW AND HISTORIC PRESERVATION BOARD RE-APPOINTMENT

John Mitchell is re-appointed to the Design Review and Historic Preservation Board for a 7 year term that will expire on December 31, 2023.

DESIGN REVIEW AND HISTORIC PRESERVATION BOARD CHAIR AND VICE-CHAIR RE-APPOINTMENTS FOR 2017

Dirk Schneider is re-appointed Design Review and Historic Preservation Board Chair and David Wigg is re-appointed Vice-Chair for 2017.

ASSESSMENT REVIEW BOARD RE-APPOINTMENT

Brian Scudder is re-appointed to the Assessment Review Board for a 5 year term that will expire on September 30, 2021.

ENVIRONMENTAL BOARD APPOINTMENTS

The following persons are appointed to serve on the Environmental Board for 2017: Erik Anderson, Stephen Heinzelman, Chelsea McCoy, Grace Soong, Phillip Castleberry and Kimberly Rohring.

ENVIRONMENTAL BOARD CHAIR AND VICE CHAIR APPOINTMENTS

Stephen Heinzelman is re-appointed Environmental Board Chair and Grace Soong is re-appointed as Vice-Chair for 2017.

PARKS AND RECREATION BOARD RE-APPOINTMENTS

Cupertino Anaya, Ron Anderson, Rachel Baker August, Benjamin McCormick, Lisa Stein, Greg Riley, Rick Taylor and Paul Wilson are re-appointed to the Parks and Recreation Board for 2017.

PARKS AND RECREATION CHAIR, VICE CHAIR APPOINTMENTS

Paul Wilson is re-appointed Parks and Recreation Chair and Cupertino Anaya is re-appointed Vice Chair for 2017.

PLANNING BOARD APPOINTMENTS

Shannon Dupra (Wegman) is re-appointed to the Planning Board for a 7 year term, expiring on December 31, 2023.

Minutes of the Town Board for January 3, 2017

PLANNING BOARD CHAIR RE-APPOINTMENT

John Limbeck is re-appointed Planning Board Chair for 2017.

ZONING BOARD OF APPEALS APPOINTMENTS

Barbara Collins is re-appointed to the Zoning Board of Appeals for a 7 year term, expiring on December 31, 2023.

ZONING BOARD OF APPEALS CHAIR, VICE CHAIR RE-APPOINTMENTS

George Dounce is re-appointed Zoning Board of Appeals Chair and Barbara Servé is re-appointed Vice Chair for 2017.

ADDITIONAL TOWN BOARD APPOINTMENTS

TOWN ACCOUNTANT APPOINTED FOR 2017

Bonadio & Co. is appointed Town Accountant for 2017.

MRB GROUP, PC APPOINTED TOWN ENGINEERS FOR 2017

MRB Group, PC is appointed Town Engineer for 2017.

MARRIAGE OFFICER APPOINTED FOR 2017

William A. Smith, Jr. is appointed as a Marriage Officer for a term of one year, expiring on December 31, 2017.

FINANCIAL MATTERS

TOWN BOARD AUTHORIZATIONS

Following a review of the various proposed Authorizations by the Supervisor, a Resolution to approve the proposed Authorizations was offered by Deputy Supervisor Lusk, seconded by Councilwoman Doyle, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

A Resolution for the various Authorizations was declared carried as follows:

RESOLVED, that the salaries for all employed positions be approved as provided in the 2017 budget are ratified and confirmed; and be it further

RESOLVED, that Petty Cash Funds be established and are approved in accordance with the adopted policy as follows:

<u>Account</u>	<u>Amount</u>	<u>Custodian</u>
Library	\$694.00	Library Director
Recreation Department	\$230.00	Recreation Director
Senior Citizens	\$ 90.00	Recreation Supervisor – Senior Services
Sewer Districts	\$150.00	Sewer District General Foreman
Town Clerk	\$650.00	Town Clerk
Town Justice	\$150.00	Court Clerk
Public Works	\$100.00	Commissioner of Public Works

and be it further

RESOLVED, that the following people be authorized to approve vouchers:

Town Supervisor, Deputy Supervisor, Town Clerk, Director of Finance, Personnel Director, Assessor, Commissioner of Public Works, Library Director, Secretary to Commissioner of Public Works, Historian, Court Clerk, Recreation Director, Recreation Account Clerk, Deputy Commissioner of Public Works, Technology Manager, Recreation Supervisor-Senior Services, Communications Director, Animal Control Officer, and Town Attorney; and be it further

RESOLVED, that the hourly minimum wage rate be set at \$9.70; and be it further

RESOLVED, that the workweek is established for staff at 35 hours for all departments except for the Highway Department, Sewer Department, Building Maintenance, Animal Control and for Parks Laborers, who will have a 40 hour week; and be it further

Minutes of the Town Board for January 3, 2017

RESOLVED, that the pay period is bi-weekly; and be it further

RESOLVED, that the mileage reimbursement rate is set at \$0.535 per mile for the year 2017; and be it further

RESOLVED, that the Health Insurance Reimburse Rate is set at a maximum of \$4,000 per section 5.4 of the Personnel Rules; and be it further

RESOLVED, that the regular Town Board meetings will be scheduled for the 1st and 3rd Tuesday of each month at 6:00 PM, with exceptions as noted in the tentative schedule and as subject to rescheduling from time to time; and be it further

RESOLVED, that the staff members attending Association meetings will be reimbursed up to \$12.00 per meeting for lunch expenses; and be it further

RESOLVED, that the 2017 per diem rate for meal reimbursement be at \$40.00 per day for meals and incidental expenses; and be it further

RESOLVED, that the following banks are approved as depositories for Town funds in 2016: J.P. Morgan Chase, M&T, Canandaigua National and Key Bank; and be it further

RESOLVED, that the Brighton-Pittsford Post is designated as the official Town newspaper for 2017, with additional newspapers of the Mendon-Honeoye Falls-Lima Sentinel and the Democrat & Chronicle; and be it further

RESOLVED, that the following personnel are authorized to attend the regular meetings of their professional organizations as follows:

- Linda Dillon, Town Clerk & Receiver of Taxes
 - Monroe County Town Clerks, Tax Receivers & Collectors Association
 - New York State Town Clerk's Association
 - New York State Association of Tax Receivers & Collectors
- Rose Ann Crispino
 - New York State Tax Receivers and Collectors Association
 - Monroe County Town Clerks, Tax Receivers & Collectors Association
- Paul Schenkel
 - American Public Works Association – State and Local Branch
 - Monroe County Highway Superintendents Association
 - GIS/SIG Regional Committee
 - Monroe County Stormwater Coalition
- Vacant
 - Monroe County Highway Superintendents Association
 - PERMA – Safety Council for Western Region
 - Irondequoit Creek Watershed Collaborative (IWC)
 - Monroe County Stormwater Coalition (MCSC)
- Michelle Debyah
 - GIS/SIG Regional Committee
 - NYS GIS Association
- Rob Fromberger, Town Engineer
 - National Society of Professional Engineers – Monroe Chapter
 - American Society of Civil Engineers
 - American Public Works Association
- Scott Wallman
 - Monroe County Highway Superintendents Association
- Mark Lenzi, Building Inspector
 - Finger Lakes Building Officials Assoc (FLBOA) or
 - Niagara Frontier Building Officials

Minutes of the Town Board for January 3, 2017

- Monroe County Fire Marshal Association
- Deputy Building Inspector
Finger Lakes Building Officials Association (FLBOA)
- Kelly Cline
Monroe County Fire Marshal Association
Finger Lakes Building Officials Association (FLBOA)
- Linda Stoddard
U of R Medical Center – CPR/AED and First Aid Training/Updates
- Town Supervisor, Deputy Supervisor and Town Attorney
New York State Association of Towns
- Stephen Robson, Assessor
Monroe County Assessor's Association
NYS Department of Tax & Finance - Office of Real Property Services
NYS Assessors Association
- Greg Duane, Finance Officer
Monroe County Town Finance Officer's Association
Government Finance Officer's Association – State and Local
FLMHIT meetings
- Personnel Director
Monroe County Town Finance Officers Association
FLMHIT Meetings
Monroe County HR Meetings
- Shelley O'Brien, Communication Coordinator
Ad Council of Rochester
Public Relations Society of America
Association of Women in Communications
- Jessie Hollenbeck
Genesee Valley Parks and Recreation Society
- Andrew Urckfitz
Genesee Valley Parks and Recreation Society
FLMHIT Wellness Committee
- Alison Stephens
Genesee Valley Parks and Recreation Society

ASSOCIATION OF TOWNS DELEGATES DESIGNATED

A Resolution to designate Supervisor Smith as the delegate and Town Attorney Robert Koegel as the alternate delegate to represent the Town of Pittsford at the Association of Towns Annual Business Meeting was offered by Deputy Supervisor Lusk, seconded by Councilwoman Doyle, and voted on by members as follows: Ayes: Smith, Doyle, Lusk, Munzinger and O'Connor. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that Supervisor Bill Smith be designated as the delegate to represent and vote on behalf of the Town of Pittsford at the Annual Business Meeting of the Association of Towns on February 22, 2017 and that Town Attorney, Robert Koegel, be designated the alternate delegate to represent the Town of Pittsford.

PUBLIC COMMENTS

No public comments were offered.

As there was no further business, the Supervisor adjourned the meeting at 6:10 P.M.

Respectfully submitted,

Linda M. Dillon
Town Clerk

OFFICIAL BOARD MINUTES ARE ON FILE IN THE OFFICE OF THE TOWN CLERK

January 12, 2017

Budget Transfers

Be it resolved that the following budget transfers are approved:

That \$22,000.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 001-2620.2007.10.1 (Building Maintenance – Capital Improvements) to cover the cost of interior painting at the Town Hall.

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017**

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
A-VERDI LLC	PJS	129,323	889387	STORAGE UNIT	120.00
	PJS	129,324	889386	STORAGE UNIT	120.00
VENDOR TOTAL					240.00
ABVI - GOODWILL	GJD	129,445	IN0005141	SENIOR NUTRITION MEALS ABVI DEC 2016	2,260.07
VENDOR TOTAL					2,260.07
ACTION TELEPHONE EXCHANGE	PJS	129,381	198001102017	DEC 2016 ANSWERING SERVICE	164.80
VENDOR TOTAL					164.80
ADMAR SUPPLY COMPANY, INC	GJD	129,405	1836252-0001	DIAMOND TIP SAW BLADES, WATER HOSES	269.96
VENDOR TOTAL					269.96
ALLIANCE DOOR & HARDWARE	PJS	129,424	141353	GARAGE DOORS	4,668.00
VENDOR TOTAL					4,668.00
AMERICAN ROCK SALT CO.	PJS	129,427	0500096	SALT	41,514.58
VENDOR TOTAL					41,514.58
APPLIED BUSINESS SYS INC	GJD	129,344	162063	PRINTING AND SORTING SCHOOL TAX BILLS	1,776.91
	GJD	129,344	161803	POSTAGE ON SCHOOL TAX BILLS	335.68
VENDOR TOTAL					2,112.59
APPLIED MAINTENANCE SUPPLIES & SOLUTIONS	PJS	129,397	96757058	SHOP SUPPLIES, DRILL BITS, SCREWS	702.23

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	702.23
ASCAP	JRH	129,432	500609948	LICENSE FEE MUSIC 2017 - 2018	341.00
				VENDOR TOTAL	341.00
BAND PARTS PLUS	PJS	129,308	640208	SHOP SUPPLIES	45.70
				VENDOR TOTAL	45.70
BEAM MACK SALES & SERVICE	GJD	129,398	272445R	STEPS FOR 465	52.85
				VENDOR TOTAL	52.85
BENEFIT RESOURCE INC	GJD	129,387	BR-256172	MONTHLY FSA ADMIN FEES: DEC 2016	130.00
				VENDOR TOTAL	130.00
BERGMANN ASSOCIATES	PJS	129,435	0112391	UPDATE OF THE TOWNS COMPREHENSIVE PLAN	2,090.00
				VENDOR TOTAL	2,090.00
BMI	JRH	129,430	9432967	LICENSE FEE MUSIC - 1/1/2017 - 12/31/201	307.80
				VENDOR TOTAL	307.80
BRIGHTON MOWER SERV., INC	PJS	129,333	57267	MOWER BLADES	143.91
				VENDOR TOTAL	143.91
C & B SMALL ENGINE REPAIR INC.	GJD	129,313	4293	SCAG MOWER BLADES	97.38

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	97.38
CDW GOVERNMENT INC.	JB	129,340	GKL9811	HP TONER CARTRIDGE,WD 2TB HDD,JEWEL CASE	715.25
	JB	129,340	GKM2436	FLUKE MICROMAPPER CABLE TESTER	126.67
	JB	129,340	GLD6419	PANDUIT MINI COM FACEPLATE	15.92
	JB	129,340	GKVV6990	PANDUIT MINI COM TX6 PLUS MODULAR INSERT	50.85
	JB	129,327	GKQ7943	SQL SERVER 2016 WITH CALS	1,362.13
	GJD	129,364	1BPZ6JD	HARDWARE & MISC. SUPPLIES	43.84
				VENDOR TOTAL	2,314.66
CHASE CARD SERVICES	GJD	129,422	37587	ASSOC OF TOWN REGISTRATION: SMITH/KOEGEL	870.00
	GJD	129,343	86811310	JOB POSTING: BLDG MAINT - PT CLEANER	25.00
				VENDOR TOTAL	895.00
CHEN GARDEN RESTAURANT	JRH	129,440	70	SENIOR CHINESE LUNCH 1/5/17	238.20
				VENDOR TOTAL	238.20
CONSTELLATION NEW ENERGY, INC.	GJD	129,413	0037068648	ELECT - PUMP STATIONS: BRICKSTON STA	6.68
	GJD	129,413	0037068616	ELECT - PUMP STATIONS: FAIRPORT RD STA	8.46
	GJD	129,413	0037068606	ELECT - PUMP STATIONS: AUTUMN WDS STA	134.72
	GJD	129,413	0037068622	ELECT - PUMP STATIONS: POINCIANA STA	0.58
	GJD	129,413	0036979041	ELECT - PUMP STATIONS: DOWNING DR STA	1.31
	GJD	129,413	0037068655	ELECT - PUMP STATIONS: REITZ PUMP STA	295.42
	GJD	129,413	0037003708	ELECT - PUMP STATIONS: MARSH RD STA	59.54
	GJD	129,413	0037012098	ELECT - PUMP STATIONS: PITTS MANOR STA	88.39
	GJD	129,413	0037012249	ELECT - PUMP STATIONS: PARK RD STA	176.88
	GJD	129,414	0037012303	ELECT - TOWN BUILDINGS: KBP WEST	20.21
	GJD	129,414	0037012378	ELECT - TOWN BUILDINGS: SCC	1,406.96
	GJD	129,414	0037068643	ELECT - TOWN BUILDINGS: KBP	272.18
	GJD	129,414	0037069886	ELECT - TOWN BUILDINGS: 500 MENDON RD	600.14
	GJD	129,414	0037068810	ELECT - TOWN BUILDINGS: 210 MENDON RD	24.24
	GJD	129,414	0037069331	ELECT - TOWN BUILDINGS: PARKS DEPT	274.39
	GJD	129,418	0037144201	1/17 STREET LIGHTING: 1 - 2 POLE DIST	163.01

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
CONSTELLATION NEW ENERGY, INC.	GJD	129,418	0037144254	1/17 STREET LIGHTING: 3 - 6 POLE DIST	155.53
	GJD	129,418	00371455.77	1/17 STREET LIGHTING: POLE MAINT DIST	35.64
	GJD	129,418	0037144204	1/17 STREET LIGHTING: TRAFFIC LIGHT	18.61
	GJD	129,418	0037144287	1/17 STREET LIGHTING: STONETOWN DIST	49.08
	GJD	129,418	0037144294	1/17 STREET LIGHTING: 7 OR MORE POLE DIS	314.69
	GJD	129,418	0037145020	1/17 STREET LIGHTING: TOWN @ LRG	782.66
				VENDOR TOTAL	4,889.32
COOK IRON STORE	GJD	129,396	321675	RAIN SUITS	450.00
				VENDOR TOTAL	450.00
DEBBIE SUPPLY INC	PJS	129,375	607172	HARDENED BOLTS	5.28
				VENDOR TOTAL	5.28
DECKMAN OIL COMPANY	GJD	129,394	669827	MOTOR OIL/TUB GRINDER	2,704.59
				VENDOR TOTAL	2,704.59
DEL 3750 MONROE AVENUE ASSOCIATES LLC	GJD	129,307	PITTS-SC: 2/17	SR CENTER RENT: FEB 2017	6,848.99
	GJD	129,307	PITTS-COUR: 2/17	COURT RENT: FEB 2017	8,952.45
	GJD	129,306	PITTS-COUR: 1/17	COURT RENT: JANUARY 2017	8,952.45
	GJD	129,306	PITTS-SC: 1/17	SR CENTER RENT: JANUARY 2017	6,848.99
				VENDOR TOTAL	31,602.88
DELL MARKETING L.P.	JB	129,363	10139129992	RD1000 CARTRIDGES & PERC BATTERY	1,554.29
				VENDOR TOTAL	1,554.29
DEMOCRAT & CHRONICLE	GJD	129,419	DC1187406: 2/17	SUBSCRIPTION RENEWAL: 2/1-2/28/17	31.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
				VENDOR TOTAL	31.00
DIAMOND JANITORIAL SERVICES, INC.	GJD	129,416	3674	KBP CABIN CLEANING: DECEMBER 2016	1,131.00
				VENDOR TOTAL	1,131.00
DIG SAFELY NEW YORK	GJD	129,410	16120658	SEWER STAKEOUTS	84.00
				VENDOR TOTAL	84.00
DILLON	LMD	129,312	1/4/2017	2017 TIME WARNER TOWN & COUNTY TAX PAYME	3,034.90
	LMD	129,380	01102017	2017 TOWN & COUNTY & SEWER BILLS	4,005.37
				VENDOR TOTAL	7,040.27
DIMARTINO	PHD	129,342	17010303	JUDGE SHADDOCK REG DOCKET	112.50
	PHD	129,342	17010304	JUDGE BERNACKI REG DOCKET	112.50
	PHD	129,342	17010305	JUDGE BERNACK BT & REG DOCKET	157.50
	PHD	129,342	17010306	JUDGE SHADDOCK REG DOCKET	112.50
				VENDOR TOTAL	495.00
DOYLE SECURITY SYSTEMS	PJS	129,332	545591	ALARM MONITORING QUARTERLY SVC - LIBRARY	93.39
				VENDOR TOTAL	93.39
DUANE	MDC	129,301	2016-12	EXPENSE REIMBURSEMENT	66.30
				VENDOR TOTAL	66.30
DXO COMMUNICATIONS INC.	LMD	129,402	R30411	2017 TOWN/COUNTY TAX BILL MAILING BALANC	66.07

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	66.07
EDWARDS TREE & LANDSCAPE	PJS	129,377	01012017	TREE REMOVALS	1,800.00
				VENDOR TOTAL	1,800.00
ELDERBERRY EXPRESS, INC.	GJD	129,310	2017-1	1ST QUARTER CONTRACT PAYMENT	1,875.00
				VENDOR TOTAL	1,875.00
EXCELLUS	GJD	129,305	33514-501 2: 1/17	DENTAL ADMIN FEES: GOV SERVICES	54.34
	GJD	129,305	33517-503 0: 1/17	DENTAL ADMIN FEES: BLDG MAINT	20.90
	GJD	129,305	33517-504 9: 1/17	DENTAL ADMIN FEES: DPW ADMIN	16.72
	GJD	129,305	33517-505 7: 1/17	DENTAL ADMIN FEES: IT	12.54
	GJD	129,305	33517-501 4: 1/17	DENTAL ADMIN FEES: GEN ADMIN	33.44
	GJD	129,305	33517-506 5: 1/17	DENTAL ADMIN FEES: RECREATION	20.90
	GJD	129,305	33517-507 3: 1/17	DENTAL ADMIN FEES: PARKS	37.62
	GJD	129,305	33517-508 1: 1/17	DENTAL ADMIN FEES: P & Z	41.80
	GJD	129,305	33517-509 1: 1/17	DENTAL ADMIN FEES: GIS	4.18
	GJD	129,305	33517-510 2: 1/17	DENTAL ADMIN FEES: LIBRARY	41.80
	GJD	129,305	33517-511 0: 1/17	DENTAL ADMIN FEES: HWY MECHANICS	8.36
	GJD	129,305	33517-512 9: 1/17	DENTAL ADMIN FEES: HWY	183.92
	GJD	129,305	33517-513 7: 1/17	DENTAL ADMIN FEES: PSD	54.34
				VENDOR TOTAL	530.86
FASTENAL CO.	PJS	129,378	NYROC138141	MISC HARDWARE, FASTENERS FOR BARN	227.19
				VENDOR TOTAL	227.19
FERGUSON ENTERPRISES INC	GJD	129,409	9754958	FAUCETS / AUTO FLUSH VALVES / DRAIN PIP	2,244.02
				VENDOR TOTAL	2,244.02

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
FLEET PRIDE	PJS	129,338	82070816	#458 SLACK ADJUSTER, TRAILER PLUGS, LIGH	449.02
	PJS	129,339	82085148	MUD FLAPS	45.16
VENDOR TOTAL					494.18
FM OFFICE PRODUCTS	JRH	129,436	1398218-0	PAPER	42.64
	JRH	129,437	1398825-0	PAPER - CHILDCARE	28.72
	GJD	129,355	1395510-0	REC - OFFICE SUPPLIES	60.81
	GJD	129,355	1394622-0	2" BINDERS	21.00
	GJD	129,355	C1395274-0	RETURN: 2" BINDERS	-21.00
	GJD	129,357	1395273-0	1.5" BINDERS	18.20
	GJD	129,356	1395223-0	COLD CUPS	145.11
	GJD	129,356	1395510-1	PAPER PLATES	87.99
	GJD	129,356	1395510-2	PAPER PLATES	52.44
VENDOR TOTAL					435.91
FRONTIER COMMUNICATIONS	GJD	129,383	01/6430-092614-6	6430 KBP NORTH LODGE PHONE & BROADBAND S	62.81
	GJD	129,385	01/6434-040100-6	6434 KBP SOUTH PHONE SERVICE 1/1/17-1/31	26.48
VENDOR TOTAL					89.29
GARSTON SIGN SUPPLIES INC	GJD	129,386	915533-00	PLASTIC SIGN BLANKS	78.48
VENDOR TOTAL					78.48
GENERAL CODE PUBLISHERS	JB	129,320	GC00100674	ECODE360 ANNUAL MAINTENANCE FEE	1,195.00
VENDOR TOTAL					1,195.00
GOTTA III	GJD	129,346	2016/30/SQ	SENIOR SQ DANCE 12/30/16 GOTTA	25.00
VENDOR TOTAL					25.00
GREATER ROCHESTER ORTHOPAEDICS, PC	GJD	129,439	449234	FIRST AID: MCCLOSKEY	229.73

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	229.73
GRIFFITH ENERGY	GJD	129,388	60413	CHIPPER FUEL DECEMBER	29.05
	GJD	129,388	60255	CHIPPER FUEL DECEMBER	294.31
	GJD	129,388	65841	CHIPPER FUEL DECEMBER	197.05
	GJD	129,392	60412	FUEL FOR HWY BULK TANK	158.55
	GJD	129,392	60256	FUEL FOR HWY BULK TANK	189.45
	GJD	129,392	65842	FUEL FOR HWY BULK TANK	144.32
				VENDOR TOTAL	1,012.73
HANES SUPPLY, INC. ROCHESTER DIVISION	GJD	129,408	2021694-00	RIGID CABL CARRIER (2)	105.80
	GJD	129,408	2021694-01	RIGID CABLE	444.00
	GJD	129,408	2016694-02	RIGID CABLE	111.00
				VENDOR TOTAL	660.80
HANSON	JRH	129,443	2017/JAN	KAREN HANSON - INSTR PAYMENT JAN	173.60
				VENDOR TOTAL	173.60
HAWK COLLISION & FRAME	PJS	129,426	118775	INSPECTION 457	20.00
				VENDOR TOTAL	20.00
HILLYARD, INC.	GJD	129,407	602363270	PAPER AND CLEANING SUPPLIES ALL BUILDING	215.39
	GJD	129,407	602358198	PAPER AND CLEANING SUPPLIES ALL BUILDING	296.83
	GJD	129,407	602349471	PAPER AND CLEANING SUPPLIES ALL BUILDING	4,589.54
	PJS	129,328	602371585	PAPER TOWELS	70.54
				VENDOR TOTAL	5,172.30
HOME DEPOT	PJS	129,309	0021981	4X4	112.71
	PJS	129,309	0021957	4X4 AND SCOUR PADS	13.65

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
HOME DEPOT	PJS	129,325	8022288	HARDWARE SUPPLIES	45.03
	PJS	129,330	7082493	SCREWS, BOXES, HARDWARE FOR BARN	51.56
VENDOR TOTAL					222.95
HORIZON SOLUTIONS LLC	GJD	129,404	4594267-00	LED LIGHTS FOR BARN	299.32
VENDOR TOTAL					299.32
HOSELTON CHEVROLET, INC.	PJS	129,303	CVCS265084	VEH. 504-1 ALLEN OIL CHANGE	29.95
VENDOR TOTAL					29.95
IRON MOUNTAIN, INC	LMD	129,329	NGU9743	RECORD RETENTION FOR 1/1/17-1/31/17	260.10
VENDOR TOTAL					260.10
KALEN	GJD	129,350	2017/01/18	SENIORS 1/18/17 LC60 PROGRAM	60.00
	GJD	129,351	2017/01/25	SENIORS 1/25/17 LC60 PROGRAM	60.00
VENDOR TOTAL					120.00
KAWCZYNSKI	GJD	129,345	NOV 2016	SENIOR YOGA FIT CLASSES NOV '16 KAWCZYNS	180.00
VENDOR TOTAL					180.00
KENWORTH OF BUFFALO, INC	GJD	129,390	RI171977	ADDITIVE FOR FUEL TANKS 3 BARRELS	164.99
	GJD	129,390	RI172024	ADDITIVE FOR FUEL TANKS 3 BARRELS	329.98
VENDOR TOTAL					494.97
KUZNIAREK	GJD	129,322	649	TYPE SETTING FOR LETTERHEAD	75.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	75.00
LICCIARDI RADIO COMMUNICATIONS, INC.	PJS	129,395	21022	REPAIRS #438 #475	248.30
				VENDOR TOTAL	248.30
LINDA M. DILLON - PETTY CASH	GJD	129,361	151.18-3-34.1/L	BACK TAXES ON 24 STATE STREET	11,962.89
				VENDOR TOTAL	11,962.89
M R B GROUP	GJD	129,384	000000021411	ENG REVIEW FEE: VIOLA RE-SUBDIVISION	1,050.00
	PJS	129,341	0023196	PHASE 1 FINAL DESIGN EAST AVE SIDEWALK	1,730.86
				VENDOR TOTAL	2,780.86
MAHANY WELDING SUPPLY CO	PJS	129,337	773211		603.73
	PJS	129,337	773213		140.00
				VENDOR TOTAL	743.73
MCVEAN	JRH	129,442	2017/JAN	DEB MCVEAN - INSTR PAYMENT JAN	66.50
				VENDOR TOTAL	66.50
MESSENGER POST NEWSPAPERS	LMD	129,370	22440	PERMISSIVE REFERENDUM - BLDG CAPITAL	43.73
	LMD	129,370	22242	PERMISSIVE REFERENDUM - GENERAL RESERVE	40.10
	LMD	129,370	22243	PERMISSIVE REFERENDUM - HIGHWAY REPAIR	38.89
	LMD	129,370	22.731	PLANNING BD MEETING	53.41
				VENDOR TOTAL	176.13
MOFFETT TURF EQUIPMENT, INC.	PJS	129,376	01-176308	FUEL FILTER AND BASE ASS'Y FOR R-311	50.83
	PJS	129,326	01-176065	OIL FILTERS	221.58

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	272.41
MONROE COUNTY ASSESSORS' ASSOCIATION	GJD	129,360	2017	ANNUAL DUES: ROBSON	35.00
				VENDOR TOTAL	35.00
MONROE COUNTY DIRECTOR OF FINANCE	PJS	129,311	010317	2017 ANNUAL MC ROAD WORK PERMIT	800.00
				VENDOR TOTAL	800.00
MONROE COUNTY MAGISTRATES ASSOC	PHD	129,365	010917	MONROE COUNTY MAGISTRATES DUES 2017	200.00
				VENDOR TOTAL	200.00
MONROE COUNTY SUPERVISOR'S ASSOCIATION	GJD	129,423	2017	ANNUAL DUES	200.00
				VENDOR TOTAL	200.00
MONROE COUNTY WATER	GJD	129,415	2016-4	FIRE SERVICE FOR 4TH QTR 2016	560.00
				VENDOR TOTAL	560.00
MORGAN SERVICES INC.	PJS	129,379	0699381	LIBRARY	5.56
	PJS	129,379	0697476	SCC	20.22
	PJS	129,379	0697477	LIBRARY	5.56
	PJS	129,379	0699380	SCC	20.22
	PJS	129,379	0698612	PARKS	6.44
	PJS	129,379	0698608	HIGHWAY	6.58
	PJS	129,379	0698611	PSD	2.15
	GJD	129,412	0696744	DEC RUG SERVICE: PARKS	6.44
	GJD	129,412	0696741	DEC RUG SERVICE: HWY	6.58
	GJD	129,412	0696743	DEC RUG SERVICE: SEWER	2.15

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	81.90
MVP HEALTH CARE	GJD	129,420	000008525350	MONTHLY HEALTH CARE BILL: JAN 2017	125,140.60
				VENDOR TOTAL	125,140.60
NEWMAN TRAFFIC SIGNS	GJD	129,391	TI-0305720	ALUMINUM SIGN BLANKS	998.00
				VENDOR TOTAL	998.00
NYS ASSESSOR'S ASSOCIATION	GJD	129,359	2017	ANNUAL DUES: ROBSON	160.00
				VENDOR TOTAL	160.00
PATRICIA DROMGOOLE PETTY CASH	PHD	129,319	010317	SMALL CLAIMS (3) MAILING FOR JANUARY	19.41
	PHD	129,382	011017	CERTIFIED/RR MAIL FOR SMALL CLAIMS	6.47
				VENDOR TOTAL	25.88
PAYCHEX, INC.	GJD	129,358	178519	HR ONBOARDING	64.80
				VENDOR TOTAL	64.80
PENNY LANE PRINTING	GJD	129,349	164213	JAN SENIOR NEWSLETTER: PRINTING & PREP	319.76
				VENDOR TOTAL	319.76
PERMA	GJD	129,428	41085	2017 WORKERS COMPENSATION PREMIUM	387,602.00
				VENDOR TOTAL	387,602.00
PITTSFORD AUTO SERVICE, INC.	PJS	129,393	17873	GAS FOR LEAF BLOWER	55.99

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
PITTSFORD AUTO SERVICE, INC.	PJS	129,334	17627	GAS FOR CHAINSAW	24.62
				VENDOR TOTAL	80.61
PITTSFORD CENTRAL SCHOOLS	PJS	129,434	1797-17A	DPW GENERAL VEHICLE FUEL DEC 2016	340.93
				VENDOR TOTAL	340.93
PITTSFORD CHAMBER OF COMMERCE	GJD	129,362	PCC 2017	2017 MEMBERSHIP DUES	250.00
				VENDOR TOTAL	250.00
PITTSFORD NAUTILUS & PERSONAL TRAINING CTR,LLC	JRH	129,441	2017/JAN	PITTSFORD NAUTILUS - INSTR PAYMENT JAN	343.20
				VENDOR TOTAL	343.20
PLUG & PAY TECHNOLOGIES	JRH	129,438	MULTIPLE	PLUG & PAY - DECEMBER 2016	45.00
				VENDOR TOTAL	45.00
ROCHESTER GAS & ELECTRIC	GJD	129,411	12006603916	12/16 RG&E: FARM VIEW PARK	353.77
	GJD	129,411	11012620688	12/16 RG&E: FAIRPORT RD PUMP	22.49
	GJD	129,421	0188930217000001	GAS STREET LIGHTS: JAN 2017	64.19
				VENDOR TOTAL	440.45
ROTOLITE-ELLIOTT CORP.	PJS	129,431	142366	ENGINEERING SCAN MAPS	45.95
				VENDOR TOTAL	45.95
SALVATORES PIZZA & SUBS	JRH	129,433	673	PROGRAM BIRTHDAY PARTY - PIZZA	42.50

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	42.50
SERVICE EDUCATION, INC.	JB	129,321	1612-00067	COURTROOM PROGRAM ANNUAL LIC/MAINT AGREE	1,140.00
				VENDOR TOTAL	1,140.00
SNAP ON TOOLS CORP	PJS	129,399	01111727414	SOCKETT, TOOLS, TAPE MEASURE	154.65
				VENDOR TOTAL	154.65
STAPLES ADVANTAGE DEPT ROC	PHD	129,369	8042470002	STAPLES	617.72
	LMD	129,371	8042455436	GENERAL OFFICE	36.34
	LMD	129,372	8042455436	GENERAL OFFICE SUPPLIES	28.45
	LMD	129,373	8042455436	CURRENCY COUNTER/GENERAL OFFICE	192.72
				VENDOR TOTAL	875.23
STATE CHEMICAL MFG CO	PJS	129,425	419.76	TRUCK WASH, AIR CLEANER	419.76
				VENDOR TOTAL	419.76
STRONG EAP	GJD	129,389	TOP1216	MONTHLY EAP SERVICES PAYMENT: DEC 2016	165.31
				VENDOR TOTAL	165.31
TOSHIBA BUSINESS SOLUTIONS	GJD	129,352	13304985	SENIOR TOSHIBA COPIER	313.07
	GJD	129,353	13304984	REC COPIER MAINTENANCE AGREEMENT	318.11
				VENDOR TOTAL	631.18
TRACEY ROAD EQUIPMENT	PJS	129,336	S50112119-1	MIRROR #454	325.40

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	325.40
UGI ENERGYLINK, INC.	GJD	129,417	G3376034	UGI GAS - TOWN WIDE: 11/24-12/27/16	3,808.27
				VENDOR TOTAL	3,808.27
ULINE INC.	PJS	129,318	83068409	RECORD RETENTION BOXES	122.49
				VENDOR TOTAL	122.49
USA PAYROLL, INC	MDC	129,444	2017-01	MANAGEMENT TRAINING TO BE CONDUCTED ON J	1,000.00
				VENDOR TOTAL	1,000.00
VICTOR POWER EQUIPMENT	PJS	129,335	245915	FUEL LINE FOR LEAF BLOWER	19.24
				VENDOR TOTAL	19.24
VP SUPPLY CORP.	GJD	129,400	2837038	ELECTRICAL SUPPLIES, LIGHT BULBS	91.80
	GJD	129,400	2837037	ELECTRICAL SUPPLIES, LIGHT BULBS	305.90
				VENDOR TOTAL	397.70
W. B. MASON CO., LLC	LMD	129,302	140406103	GENERAL OFFICE SUPPLIES	138.78
				VENDOR TOTAL	138.78
W. W. GRAINGER, INC.	GJD	129,406	9314953358	RAIN JACKETS, FIRST AID KITS	456.48
	GJD	129,403	9305954324	2 ELECTRIC WALL HEATERS	291.96
				VENDOR TOTAL	748.44

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
JANUARY 2017**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
WEGMANS FOOD MARKETS INC	JRH	129,429	3821420170101	SENIORS - DEC 2016 WEGMANS INVOICE	615.50
	GJD	129,354	0061020170101	PROGRAM SUPPLIES	64.76
VENDOR TOTAL					680.26
WEST GROUP	GJD	129,374	835342820	12/16 WEST LAW SERVICE	230.00
	GJD	129,304	835158516	WEST LAW SERVICE: NOVEMBER 2016	230.00
VENDOR TOTAL					460.00
WRIGHT	GJD	129,347	1216	SENIOR CHORUS DIRECTING - DEC 2016	240.00
	GJD	129,348	N1216	SENIOR NIA FITNESS CLASSES DEC '16	135.00
VENDOR TOTAL					375.00
YOUNGBLOOD DISPOSAL ENT. OF WESTERN NEW YORK, LLC	GJD	129,401	167800	30 YRD DUMPSTER FOR HIGHWAY DEBRIS	439.20
	PJS	129,331	166428	PARKS	178.47
	PJS	129,331	166429	HIGHWAY	178.47
	PJS	129,331	166430	SCC	65.78
	PJS	129,331	166431	KINGS BEND	131.57
	PJS	129,331	166432	LIBRARY	533.23
VENDOR TOTAL					1,526.72
REPORT TOTAL					673,764.33

END OF REPORT



MEMORANDUM

To: Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: January 11, 2017

Regarding: Agreement with Town of Brighton for Snow and Ice Control on Allen's Creek Road

For Meeting On: January 17, 2017

Each year the Town of Pittsford enters into an intermunicipal agreement with the Town of Brighton to provide snow and ice control for the section of Allen's Creek Road in the Town of Pittsford (0.83 mile).

Attached is a copy of the agreement for your review. The Town of Brighton will provide snow and ice control for a lump sum amount of \$6,163.58. The term of the agreement is for the 2016 / 2017 winter season. The amount is calculated using rates from the Monroe County Department of Transportation.

Based on my review, I recommend the Town Board authorize the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allen's Creek Road in the amount of \$6,163.58 for the 2016 / 2017 winter season.

In the event the Town Board determines that the proposed action should be taken, the following Resolution is suggested:

Resolved, the Town Board accepts the recommendation of the Commissioner of Public Works and authorizes the Town Supervisor to execute the Snow and Ice Control Intermunicipal Agreement with the Town of Brighton for Allen's Creek Road in the amount of \$6,163.58 for the 2016 / 2017 winter season.



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585)784-5250 FAX: (585) 784-5368

December 14, 2016

VIA E-MAIL

PSchenkel@townofpittsford.org

Mr. Paul Schenkel, Commissioner of Public Works
Town of Pittsford
11 South Main Street
Pittsford, New York 14534

re: Snow and Ice Control Allens Creek Road
Town of Pittsford
2016/2017 Season

Dear Mr. Schenkel:

As we have previously coordinated our efforts regarding the above section of Allens Creek Road, the Town Board of the Town of Brighton has approved an agreement to continue to do so for the 2016/2017 season at its November 9, 2016 Board meeting. There are no changes being proposed to the agreement and the reimbursement rate is based upon County rates as has been the past practice and is reflected in the agreement. I have enclosed two copies of the updated agreement for your review and processing. Please return when executed and I will provide a fully executed copy for your files. Do not hesitate to contact me if you have any questions regarding this communication.

Very truly yours,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

enclosure

cc: T. Anderson
A. Banker

**Agreement for Snow and Ice Control
on Allens Creek Road
2016/2017**

This Agreement is made, pursuant to General Municipal Law Section 119-o, between the Town of Brighton, a municipal corporation having offices at Town Hall, 2300 Elmwood Avenue, Rochester, New York, 14618, and the Town of Pittsford, a municipal corporation having offices at Town Hall, 11 South Main Street, Pittsford, New York, 14534.

WITNESSETH:

WHEREAS, the parties desire to enter into an agreement for the provision of snow and ice control services, and

WHEREAS, Brighton authorized such an agreement at a Town Board meeting on November 9, 2016.

WHEREAS, Pittsford authorized such an agreement at a Town Board meeting on _____, 2016.

NOW THEREFORE, in consideration of the terms and conditions herein, it is hereby agreed by and between the parties as follows:

1. The highway, on which services are to be performed, is Allens Creek Road from the Brighton town line to the Brighton town line, in the Town of Pittsford, the approximate length being 0.83 miles.
2. The services to be provided by Brighton are: (a) application of salt and abrasives, (b) snow plowing, including winging back, and c) correction of damage to lawns and mailboxes which is the direct result of snow removal operations. The services are more fully defined in the Agreement for the provision of snow and ice control services Monroe County and the respective Towns ("Agreement"), which, only to the extent that it describes the services to be provided, is incorporated herein by reference.
3. The level of service to be provided by Brighton is that equal to the treatment afforded to the County's roads, as defined in the Agreement.
4. In consideration of the services by Brighton, Pittsford will pay Brighton a lump sum equal to the product of the length of the road segment times the average, per-two-lane-mile reimbursement to Brighton from Monroe County for the 2016/2017 season. This lump sum is **\$6,163.58**, and will be due and payable in February, 2017.
5. The initial term of this agreement shall be from November 1, 2016 until April 30, 2017. This agreement may be extended thereafter by the mutual agreement of the parties.

6. The Town of Pittsford hereby covenants and agrees to indemnify, defend and hold harmless the Town of Brighton, including its officers, agents and employees, from and against any and all claims, liabilities, obligations, damages, losses and expenses, whether contingent or otherwise, including reasonable attorneys' fees and costs of defense, incurred by Brighton as a result of the performance of services under this agreement, excepting only those resulting from the negligence, omission, breach, fault or intentional misconduct of the Town of Brighton in the conduct of the work under this agreement.

7. This agreement shall be governed by and under the laws of the State of New York. In the event that a dispute arises between the parties, venue for the resolution of such dispute shall be the County of Monroe, New York.

8. If any provision of this agreement is held invalid by a court of law, the remainder of this agreement shall be valid and enforceable.

IN WITNESS WHEREOF, the parties have duly executed this Agreement on the _____ day of _____, 2016.

TOWN OF PITTSFORD

BY: _____
William Smith, Supervisor

TOWN OF BRIGHTON

BY: _____
William W. Moehle, Supervisor

RESOLUTION

To: Pittsford Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: January 4, 2017

Regarding: Authorize Harladay Hots, Inc. Vending Permit

For Meeting On: January 17, 2017



Charles Clottin, who does business as Harladay Hots, Inc., has requested again this year a "Food Vending Permit" to sell from a portable vending unit on the Town owned land located at 10 N. Main St. The vending unit would be operated during the hours of 10:00 a.m. through 3:00 p.m. Monday through Sunday from May 1, 2017 through October 31, 2017.

The attached proposed "Vending Permit" details the conditions of the arrangement, including a requirement that the Vendor have all necessary health and safety certifications and insurances, naming the Town as additional insured. The Village approval is also necessary for this permit. The vending fee is \$100.00 per month of operation.

In the event the Town Board determines that the proposed action should be taken, the following Resolution is suggested:

Resolved, that Town Board approves the proposed Food Vending Permit to Harladay Hots, Inc., for a vending unit located at 10 N. Main St., from May 1st to October 31, 2017, seven days a week from 10:00 a.m. - 3:00 p.m., and that the Town Supervisor is authorized to issue the Permit.



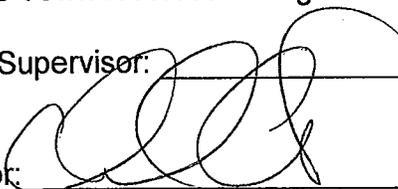
Harladay Hots, Inc.
12 Brimsdown Circle
Fairport, NY 14450
Charles E. Clottin

VENDING PERMIT

The Town of Pittsford ("Town") hereby issues a vending permit to the above ("Vendor") to allow the sale of food from a small portable vending unit to be temporarily located at Town owned land at the old Tillis property on N. Main St. for the period from May 1, 2017 to October 31, 2017. The terms and conditions of this Permit are as follows:

- Vending hours shall be from 10:00 a.m. to 3:00 p.m. on Monday - Sunday at Old Tillis lot on N. Main St. The Town will provide a schedule of field use to the Vendor.
- The Vendor shall provide to the Town a valid certificate of insurance covering all of the Vendor's operations under this permit, with the Town listed as an "Additional Insured".
- The Vendor shall be responsible to obtain and provide the Town with copies of all health and safety certifications, such as licenses, inspections, and the like required to operate the Vendor's food sale operation.
- The Vendor's vending unit shall not be left unattended.
- All of the Vendor's equipment and materials shall be removed from the site at the end of each service time period. The Vendor shall be responsible for cleanup and removal of all debris generated by and/or associated with the food sale operation.
- The Vendor shall locate the vending unit in such a manner as not to inhibit maintenance of the area by Town staff. The specific location of the unit on the site shall be subject to review and approval by the Commissioner of Public Works.
- A Vending Permit Fee shall be assessed at a rate of \$100.00 per month, to be payable on or before the first of each month.
- The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's operations.
- The Town reserves the right to terminate this Permit at any time.

Town Supervisor: _____ Date: _____

Vendor:  _____ Date: 1/3/17



MEMORANDUM

To: Pittsford Town Board
From: Paul Schenkel - Commissioner of Public Works
Date: January 12, 2017
Regarding: Authorization to Repair Street Light
For Meeting On: January 17, 2017

Ladies and Gentlemen,

Recently, we had a street light located in front of 22 Mandalay Ridge damaged either by the wind or by a lawn mower. Unfortunately, we have not been able to determine how it was damaged. Rochester Gas and Electric has provided an estimate to replace the pole and fixture. Please find the estimate attached. That pole is in the 7 or more pole lighting district. Funds are available to cover the cost of the repair and will be paid for by those residents in that lighting district. The cost will not exceed \$1,100. I recommend that Town Board authorize me to sign the repair agreement with RG&E.

In the event the Town Board determines that the proposed action should be taken, the following Resolutions are suggested:

Resolved, that based on the recommendation of the Commissioner of Public Works, Town Board authorizes the agreement with RG&E to make the repairs to the street light at 22 Mandalay Ridge for an amount not to exceed \$1,100, with the cost to be borne by the 7 or more pole lighting district.



Ed Starowicz
Deputy Commissioner
Town of Pittsford
11 S. Main Street
Pittsford, NY 14534

December 20, 2016

Dear Mr. Starowicz:

This letter is in response to RG&E's need to replace (1) fiberglass embedded pole #9 located at the southeast corner of #22 Mandalay Ridge.

The call for non-standard items requires RG&E to charge an incremental cost for replacements. If approved, an invoice will be sent to the East Rochester. The current incremental costs for the abovementioned decorative street light fixtures are as follows:

(1) 14Ft. Fiberglass w/Base Fluted Decorative Pole —Whatley @\$1,100.00/Ea. =\$1,100.00

In the future event of any non-standard equipment replacement, it continues to be necessary for the East Rochester to reimburse RG&E for current, unrecoverable, incremental costs.

Prior to replacing the abovementioned street light facility, ONE of the following three must be submitted to RG&E.

1. Sign and date the proposal below.
2. Submit a letter on Town of Pittsford letterhead indicating that the town has approved the cost of these charges.
3. Submit a copy of a Town of Pittsford resolution indicating that the town has approved the cost of these charges.

Sincerely,

Kyle Banks

A handwritten signature in black ink, appearing to read "Kyle Banks", written over a horizontal line.

Accepted: Town of Pittsford

By: _____ Title: _____ Date: _____

MEMORANDUM

To: Pittsford Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: January 12, 2017

Regarding: Active Shooter and Workplace Violence Training

For Meeting On: October 19, 2016



Ladies and Gentlemen:

I would like to send our Fire Marshall, Kelly Cline to the Active Shooter and Workplace Violence Training. The session will be held February 8, 2017, at St. John Fisher College. Kelly will be looking to be reimbursed the \$40 per person for the cost of the session.

Having trouble viewing this email? [Click here to view in the browser.](#)



ACTIVE SHOOTER AND WORKPLACE VIOLENCE - Phase II

How to ensure your business' survival after an incident!

During the previous active shooter session, brought to you by Greater Rochester Chamber of Commerce, law enforcement professionals discussed emergency response, what a business can do to prepare and how to react should an active shooter event occur within or near your organization.

This event transitions an organization **from response**, focused upon saving lives, **to recovery**, which is paramount to continuing business operations while dealing with the aftermath and consequences resulting from the active shooter event.

LEARN ABOUT WHAT TO DO WHEN RESPONSE TRANSITIONS TO ORGANIZATIONAL RECOVERY

An interactive, facilitated Tabletop Exercise will be conducted on-stage to highlight and discuss post-event issues and activities from several operational and organizational perspectives. The exercise players will consist of pre-identified individuals from Rochester Chamber organizations who will convene to form the Crisis Management Team (President/CEO, Operations, Safety and Security, Human Resources, and Finance) of a fictitious company. We are calling this the **"Acme Company."** This team's goal will be to collectively discuss issues and identify crucial actions which must be accomplished during the post-event Recovery Phase.

During this scenario-based Tabletop Exercise, we will discuss actions required after the threat has ended. We will focus on the ramifications and overall impact this event may have on your organization.

MEET OUR PANELISTS:

- Blackhawk Emergency Management Group, LLC President/CEO and Certified Emergency Manager - Chris Durkin
- Blackhawk Emergency Management Group, LLC and former MCSO SWAT Commander - Neil Flood
- Rochester Police Department - Deputy Chief and Former SWAT Commander, Scott Peters
- Monroe County Sheriff's Office - SWAT Commander - Sergeant Michael Wicks and SWAT Assistant Commander - Sergeant Brian Moore
- NY State Police Division of Homeland Security and Emergency Services - Office of Counter Terrorism Director, Michael Cerretto

Sponsored by:



Wednesday, February 8, 2017

7:30 to 9:30 a.m.

@ St. John Fisher College, Kearney Hall - Cleary Auditorium
3690 East Ave, Rochester, NY 14618

\$20 per person (Rochester Chamber Members)
\$40 per person (Non - Members)

[CLICK HERE TO REGISTER](#)

Kelly Cline

From: noreply@salesforce.com on behalf of Rochester Chamber
<chamber@greaterrochesterchamber.com>
Sent: Wednesday, January 11, 2017 10:42 AM
To: Kelly Cline; accounting@greaterrochesterchamber.com
Subject: Order Confirmation

Greater Rochester Chamber of Commerce

Hello Kelly Cline,

Thank you for your order. Below you will find a summary of the order information.

Order Information

Your Order #: Order 0005541
Order Date: 1/11/2017
Order Total: \$40.00

Billing Contact

Kelly Cline
Town of Pittsford

Order Summary

	Unit Price	Quantity	Total Price
Registration for Kelly Cline			
Event: Rochester TRENDS: Active Shooter Phase II			
Date: 2/8/2017 7:30 AM - 2/8/2017 9:30 AM			
Registration #: 0045155			
Location: St John Fisher College Kearney Hall - Cleary Auditorium 3690 East Ave Rochester, NY 14618			
Badges badge for Kelly Cline			n/a
Sessions			\$40.00

Subtotal: \$40.00
Tax: \$0.00
Total:\$40.00
Payment:\$40.00
Balance: \$0.00

Greater Rochester Chamber of Commerce
150 State Street, Suite 400
Rochester, NY 14614-1308

Contact Us
Phone: (585) 244-1800

