

PERINTON TOWN BOARD MEETING
1350 Turk Hill Road, Fairport, NY 14450
Wednesday, March 10, 2010

PRESENT:	James E. Smith	Supervisor
	Patricia S. Knapp	Councilperson
	Carolyn H. Saum	Councilperson
	Joseph H. LaFay	Councilperson
	Peg S. Havens	Councilperson

ALSO PRESENT: Robert Place, Esq., Town Attorney; Thomas C. Beck, Commissioner of Public Works; James Donahue, Commissioner of Recreation and Parks; Jennifer A. West, Town Clerk; Michael Doser, Director of Code Enforcement and Development; Eric Williams, Assistant to the Commissioner of Public Works; Jeffrey Myers, Recreation Director; Stacey Estrich, Parks Director; Diane Riesenberger, Recreation Leader; Chris Fredette, Conservation Board; T.C. Lewis, Planning Board.

Supervisor Smith called the meeting to order at 8:00 pm and introduced the Board and staff present.

Councilperson Havens made a motion, seconded by Councilperson Saum, that the minutes of the Town Board meeting of February 24, 2010 be approved as submitted by the Town Clerk.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

ORDER FOR HEARING
OPEN SPACE ACQUISITION-ALLEN PROPERTY

Supervisor Smith stated the Town of Perinton is interested in purchasing part of the Allen property on Pannell Road. The property is 22.39 acres and the purchase price would be \$92,000. Supervisor Smith then showed an Open Space map for the Town of Perinton and the location of the Allen property on Pannell Road just south of Pannell Circle, south of Route 31 on the Eastern side of Monroe County and the Eastern side of Perinton near the Macedon Town line. This same parcel was before the Town Board for acquisition in July of 2007. At that time, the sellers were unable to provide clear title to the property.

Supervisor Smith showed an aerial view of the surrounding area and identified the property proposed for purchase. The back third of the property is wetland and much of the remainder is a field, which may be leased out and farmed in the future. The RS & E trail borders the property on the South side. Supervisor Smith indicated that the main egress and ingress to the property would be by way of the RS & E trail. Supervisor Smith identified a portion of the property that is a potential site for leaf composting and/or chipping wood.

This acquisition would further the Town's goal of preserving land, particularly wetlands. Part of the land is a section of the Whitebrook Wetlands and therefore has environmental and ecological benefit to the community and maintains the rural nature next to the RS & E in this area of Town. The monies to pay for this land are in the Open Space Acquisition Capital Reserve Fund. There is approximately \$970,000 in the Fund with a commitment for \$70,000 in 2011 to pay off the balance on the Chase Farm Open Space Acquisition.

Judith McNulty, 647 Thayer Road, asked whether there would be an opportunity to acquire more land in this area. Supervisor Smith stated that some of the surrounding land is owned by Lucas Greenhouses and individual homeowners all of whom were unlikely to sell their property. Another adjacent property was donated to the Town by Dr. Kraai approximately 25 years ago. Supervisor Smith stated that much of the other surrounding land is wetlands or land that will not change in use.

A motion was made by Councilperson Saum, seconded by Councilperson LaFay, that April 14, 2010 at 8:00 pm at the Perinton Town Hall, 1350 Turk Hill Road, Fairport, NY be set as the date, time and place for a Public Hearing to consider the purchase of 22.39 acres of land located on Pannell Road, and the use of funds in the Reserve Fund for Open Space Acquisition for that purchase. This action is subject to Permissive Referendum.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

ORDER FOR HEARING PROPERTY ACQUISITION-CHARDONNAY DRIVE

Supervisor Smith stated that the Town plans to build a connector road between Chardonnay Drive and Courtney Drive in the summer of 2010. In order to complete this project, the Town needs to acquire some land from Perinton Park Manor. The purchase price of this land will be \$55,000 and there are expenditures and fees associated with this purchase in the amount of \$15,000. The budget for the entire road construction project is \$755,000. Supervisor Smith is requesting that the Town Board set aside \$755,000 from the Road Repair Capital Reserve Fund and \$45,000 from the Sidewalk Capital Reserve Fund to fund the land acquisition and the road construction.

A motion was made by Councilperson Knapp, seconded by Councilperson LaFay, that April 14, 2010 at 8:00 pm at the Perinton Town Hall, 1350 Turk Hill Road, Fairport, NY be set as the date, time and place for a Public Hearing to consider the purchase of .473 acres of land on Chardonnay Drive, and the use of \$755,000 from the Road Repair Capital Reserve Fund and \$45,000 from the Sidewalk Capital Reserve Fund to fund the land acquisition and the road construction. This action is subject to Permissive Referendum.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

A motion was made by Councilperson Saum, seconded by Councilperson LaFay to authorize the Town to pay up to \$15,000 in fees to the seller of the property. The Town's intention is to use monies in the Capital Reserve funds to do this, but, should the acquisition not move forward for whatever reason, the Town is committing to paying these fees. Use of funds from the 2010 budget are hereby approved for this contingency.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

APPOINTMENT COMMISSIONER OF RECREATION AND PARKS

Commissioner of Recreation and Parks Donahue is retiring from this position on March 29, 2010. Supervisor Smith recommended that Jeffrey Myers be appointed to this position effective March 30, 2010. Mr. Myers has the requisite experience and education for this position, is currently the Recreation Director and has been an excellent Town employee since 1997. The Town Board has interviewed Mr. Myers and he also comes recommended by Commissioner Donahue and the Recreation and Parks Advisory Board. Supervisor Smith recommended that Mr. Myers start as Commissioner on March 30, 2010 at a salary of [].

Councilperson Knapp made a motion, seconded by Councilperson Havens, to appoint Jeffrey Myers as Commissioner of Recreation and Parks, effective March 30, 2010 at a salary of [].

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

APPOINTMENT RECREATION DIRECTOR

Supervisor Smith stated that with Jeffrey Myers moving up to the Commissioner of Recreation and Parks position, there will be a vacancy in the Recreation Director position. Supervisor Smith recommended that Diane Riesenberger, current Recreation Supervisor, be appointed Recreation Director. Ms. Riesenberger has worked for the Town for many years in part-time and full time capacities. Supervisor Smith recommended that Diane Riesenberger be appointed Recreation Director effective March 30, 2010 at a salary of [].

Councilperson Saum made a motion, seconded by Councilperson LaFay, to appoint Diane Riesenberger as Recreation Director, effective March 30, 2010 at a salary of [].

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

APPROVAL OF INFORMATION TECHNOLOGY CONTRACT

Supervisor Smith stated that Commissioner Donahue has not only been the Commissioner of Recreation and Parks, but has also been the Information Technology Director for the Town. Supervisor Smith recommended that the Town approve an Information Technology contract with JD Computer Solutions in the amount of \$2,500 per month and expenses to continue to oversee the Town's computer program and provide information technology services to the Town. Supervisor Smith stated that this will provide a very smooth transition for the Town as Commissioner Donahue is providing this function currently and as a contractor will be very familiar with the Town.

Councilperson LaFay made a motion, seconded by Councilperson Havens to approve the contract with JD Computer Solutions in the amount of \$2,500 per month plus expenses.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

APPROVAL OF NEGATIVE DECLARATION COMMUNITY DEVELOPMENT BLOCK GRANTS

Parks Director Stacey Estrich stated that there are two projects that are being considered for Community Development Block Grants. One is at Fellows Road Park and the other is at Perinton Park. At Perinton Park, the proposal is to install an ADA compliant curb ramp located along the loop road, which provides automobile access to the shelter. The park is also used as a voting site and this 12 foot curb cut would allow for easier access.

At Fellows Road Park, Parks Director Estrich stated that a 485-foot section of existing sidewalk would be repaired. There would also be improvements to the ADA compliant curb ramps allowing safer access for voters, and to the athletic fields and

playgrounds. The DPW has put together a budget for these projects and the work at Fellows Road Park would cost approximately \$28,000 and the work at Perinton Park would cost approximately \$2,500. The application for the Block Grant requires an environmental review. Supervisor Smith stated that the Town Board has received a memo from the Conservation Board recommending a Negative Declaration under the New York State Environmental Quality Review Act (SEQR) for the two park projects.

A motion was made by Councilperson Havens, seconded by Councilperson Saum, to approve a Negative Declaration under the New York State Environmental Quality Review Act (SEQR) in accordance with the Perinton Conservation Board memo of March 8, 2010, as completing these projects creates no adverse environmental impacts.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

APPROVE CIVIL SERVICE APPOINTMENT

Supervisor Smith stated that Stacey Estrich was hired in February 2009 in a provisional capacity as Parks Director. Ms. Estrich successfully passed the Monroe County Civil Service Parks Director exam and finished first on the list. She continues to perform at a high level and at this time, Supervisor Smith is recommending that Stacey Estrich be appointed to the Civil Service title of Parks Director.

Councilperson LaFay made a motion, seconded by Councilperson Saum to appoint Stacey Estrich to the Civil Service title of Parks Director.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

AUTHORIZE EXPENDITURE KREAG ROAD PARK LIGHTING SYSTEM

Commissioner of Recreation and Parks Donahue stated that he is seeking authorization to purchase and install the remaining components of the sports lighting system at Kreag Road Park softball field #1. Commissioner Donahue requested that the Town Board approve an amount not to exceed \$20,000 for the lifting into place of the lamp posts which requires a crane, and installation of the conduit and wire from the storage area to each post. The funds will come from the Special Recreation account.

Councilperson Knapp made a motion, seconded by Councilperson Havens to approve the expenditure of an amount not to exceed \$20,000 from the Special Recreation account to install the remaining components of the sports lighting system at Kreag Road Park softball field #1.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

AUTHORIZE EXPENDITURE PARKS TRUCK AND MOWER

Commissioner of Recreation and Parks Donahue stated that the 2010 Recreation and Parks Department budget included the purchase of a new mower and two trucks for the Parks division. Commissioner Donahue recommended the purchase of a Toro Z Master Z590-D mower from the New York State Contract-Group 37000 Mowing Equipment (PC64358). This is a zero-turn mower which is efficient, best meets the needs of the Parks department and can be purchased under the amount budgeted (\$20,000) at a

cost of \$13,610. The two replacement trucks, if approved would also be purchased from the NY State contract. The projected renewal of the State contract is mid-March. Commissioner Donahue is requesting approval to purchase two new pickup trucks for an amount not to exceed \$48,000 from the Recreation and Parks equipment budget line.

Councilperson LaFay made a motion, seconded by Councilperson Saum to approve the purchase of a mower for \$13,610 and two trucks for the Parks division for an amount not to exceed \$48,000 from the Recreation and Parks equipment budget line.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

CODE ADOPTION SECTION 208 PUBLIC NOTICE SIGN CODE

Supervisor Smith explained that there was a Public Hearing at the February 24, 2010 Town Board meeting to consider two code changes. Any changes to Section 208 of the Town Code require referral to the Town Planning Board for their feedback. The Town Board has received a memo dated March 10, 2010 from Jim Brasley, Chairman of the Planning Board, stating their approval of the Code change for Public Notice Signs. There were questions from the Planning Board regarding the Pods and Dumpster code and those changes will most likely be addressed at the next Town Board meeting.

Councilperson Havens made a motion, seconded by Councilperson Knapp to accept the following changes to Section 208-54 F and Section 208-60 E of the Code of the Town of Perinton:

Deleted Text
Added Text

§ Section 208-54 F

- F. Notice of application. All *applicants applications* for special permits or temporary activity permits shall be required to post a Town-provided sign in a publicly conspicuous location on or in front of the front property line of the property affected. Said sign shall notify the public of a pending application and hearing and shall be posted not less than *10 days 14 days* prior to and up to the date of the hearing. The Town shall advertise the application in the official newspaper of the Town, as required by § 274-b of the Town Law. [Amended 7-26-2006 by L.L. No. 4-2006]

§ Section 208-60 E

- E. All applications before the Planning Board, Board of Appeals *and Special Permit and Rezoning applications before the Town Board* shall be required to post a Town-provided sign in a publicly conspicuous location on or in front of the front property line of the property affected. Said sign shall notify the public of a pending application and hearing and shall be posted not less than *10 days 14 days* prior to and up to the date of the hearing.

Ayes: Smith, Knapp, Saum, LaFay, Havens
Nays: None
Unanimously approved

APPROVAL TO SOLICIT REQUESTS FOR PROPOSAL
ALTERNATIVE ENERGY FEASIBILITY STUDY FOR TOWN HALL AND
PERINTON COMMUNITY CENTER
AND
COMMUNITY WIDE ENERGY SUSTAINABILITY STUDY

Eric Williams, Assistant to the Commissioner of Public Works, explained that in March of 2009, the federal government informed the Town of Perinton of its eligibility to receive \$170,800.00 in direct grant funding through an energy conservation program associated with the President's American Recovery and Reinvestment Act.

The funding program is called the Energy, Efficiency and Conservation Block Grant Program and is administered by the US Department of Energy. Its intent is to assist municipalities with the development and/or implementation of energy efficiency, renewable energy, and energy related conservation projects. Some of the eligible projects under this program include technical consultant services for planning purposes, energy audits, energy conservation plans, transportation efficiency upgrades, material conservation programs (recycling), and renewable energy projects for government buildings

In order to secure this funding, the Town was required to submit a detailed application to the Department of Energy outlining specific projects that the Town was hoping to accomplish with this funding.

In total, there were three projects that were submitted to the Department of Energy and in September of 2009 the Town was notified that each of the projects were approved. Mr. Williams presented two of the projects to the Town Board. The third project is the replacement of field lights at Kreag Road Park. That project was previously approved by this Board and is currently underway.

Mr. Williams is seeking Town Board approval to solicit proposals from various engineering firms to complete the two remaining projects. The first is an Alternative Energy Feasibility Study that will be completed for the Town Hall & Community Center Complex and the second centers on the development of a Community-Wide Strategic Energy Sustainability Plan. Both of these projects are study or planning based projects.

The alternative Energy Feasibility Study will evaluate the existing heating and cooling systems of the Perinton Town Hall & Community Center Complex to understand if it is feasible to retrofit this facility with newer technology to allow for renewable energy resources like geothermal, wind and solar to supplement or replace the existing and convention power source. This study will identify the necessary upgrades, prepare cost estimates and calculate pay back periods for the improvements. It is estimated that the cost for this study will be \$24,000.00.

The second Request for Proposal is for the Community-Wide Strategic Energy Sustainability Plan will formulate energy efficiency, energy conservation, and energy usage goals for public facilities; while also encouraging behavioral changes in the community to reduce energy demands and promote energy conservation opportunities. This plan will identify strategies, operational changes and capital improvement projects that will increase energy efficiency, reduce fossil fuel emissions and lessen energy consumption. This plan will work in conjunction with the Town's Comprehensive Plan update to develop goals of energy conservation now and into the future. The estimated cost for this plan is approximately \$23,000.00; it will be paid for entirely through the Energy grant. Like the alternative Energy Feasibility Study, the study will be paid for entirely through the Energy grant.

Councilperson Saum made a motion, seconded by Councilperson LaFay to approve the solicitation of Requests for Proposal for the Alternative Energy Feasibility

Study for Town Hall and the Perinton Community Center and for the Community-Wide Strategic Energy Sustainability Plan.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

AUTHORIZE SUPERVISOR TO SIGN DESIGNATION OF BROKER OF RECORD

Supervisor Smith explained that the Town is exploring means to control the health care costs of the Town of Perinton. The Town is working with other municipalities in Monroe County and one in Ontario County to accomplish this goal and in order to allow access to the Town's data, a broker of record must be designated for the Town's insurance policies. Each of the municipalities will have the same broker of record who can look at all of the data and at the entities as an amalgam rather than as individual Towns. Supervisor Smith is recommending that the Town Board authorize him to sign a designation of broker of record form for the firm of Brown and Brown.

Councilperson Knapp made a motion, seconded by Councilperson LaFay to authorize the Supervisor to sign a designation of broker of record form for the firm of Brown and Brown.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

A motion was made by Councilperson Saum, seconded by Councilperson LaFay, that the reports from the Finance Director, Town Clerk and the Code Enforcement and Development Department for the month of February 2010 be approved.

Ayes: Smith, Knapp, Saum, LaFay, Havens

Nays: None

Unanimously approved

There being no further business before the Board and no further questions from the audience, the meeting was adjourned at 8:40 pm.

Respectfully submitted,

Jennifer A. West
Town Clerk