

PERINTON TOWN BOARD MEETING
1350 Turk Hill Road, Fairport, NY 14450
Wednesday, August 24, 2011

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; Jennifer A. West, Town Clerk; Jeffrey Myers, Commissioner of Recreation and Parks; Michael Doser, Director of Code Enforcement and Development; T.C. Lewis, Planning Board; Stephen Van Vreede, Recreation and Parks Advisory 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 August 10, 2011 be approved as submitted by the Town Clerk.

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

PRESENTATION
RED RIBBON CAMPAIGN

Debra Tandoi, co-chair of the Fairport/Perinton Chemical Prevention Advisory Council (CPAC), appeared before the Board. Ms. Tandoi reviewed the past year's work of CPAC. CPAC was established twenty-three years ago with a mission to work with the Fairport-Perinton community to maximize resources to educate and empower youth and adults in the pursuit of the reduction of alcohol, tobacco and other drug usage by youth. Ms. Tandoi asked the Town Board to continue supporting Red Ribbon Week, which will be held October 16 through October 22, 2011.

Ms. Tandoi introduced Matthew Galan, winner of the 2011 Red Ribbon logo contest. This year's Red Ribbon campaign theme is "It's up to me to be drug free!" Supervisor Smith presented Matthew with a plaque to thank him for his efforts.

A motion was made by Councilperson LaFay, seconded by Councilperson Havens, that \$1,500 be appropriated to pay for the cost of ribbons for the annual Red Ribbon Campaign.

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

APPROVE CHANGES TO THE MEMBERSHIP
OF THE BUSHNELL'S BASIN FIRE ASSOCIATION, INC

A motion was made by Councilperson Knapp, seconded by Councilperson Saum, that the following changes in the membership of the Bushnell's Basin Fire Association, Inc. be approved:

Active Resident Firefighter Mr. Peter Kolson
37 Sandle Drive
Fairport, NY 14450

Mr. Jonathan R. Rowlands
112 Manorshire Drive, Apt. 7
Fairport, NY 14450

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

**APPROVE CONSULTANT CONTRACT
FOR RECORDS RETENTION GRANT APPLICATION**

Town Clerk West stated that the Town Clerk's Office had a visit in May by Gail Fisher of the NYS Archives. Ms. Fisher audited the process and storage of the Town's inactive records. Ms. Fisher identified three areas of concern: mold growing on the walls of the storage facility, lower shelf level of all storage racks and the weight and size of boxes used by Code Enforcement for building plan storage. Ms. Fisher stated that she felt that the Town would be an excellent candidate to apply for a State grant for records retention assistance in all three of these areas. Ms. West stated that she would like to submit the most thorough and competitive grant possible and is therefore requesting to contract with Stuart I. Brown Associates to prepare the application on the Town's behalf.

Stuart I. Brown Associates has submitted a proposal to prepare and submit the Local Government Records Management Improvement Fund Grant Application for \$2,000.00. Ms. West also requested that the Town Board authorize Supervisor Smith to sign a contract with them to complete the scope of the proposed services.

Councilperson LaFay asked how big the grant might be and Clerk West stated that it would include a dedicated heating, ventilation and air conditioning unit and may be a large dollar amount.

Councilperson LaFay made a motion, seconded by Councilperson Saum to authorize Supervisor Smith to sign a contract with Stuart I. Brown Associates in the amount of \$2,000.00 to complete the scope of the proposed services.

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

**AUTHORIZATION FOR RECREATION AND PARKS TO PURSUE
COLLECTION OF UNPAID DEBTS**

Commissioner Myers stated that the Recreation and Parks Department has had a number of personal accounts that have had balances due for various reasons. Reasons include: checks returned for non-sufficient funds (NSF), invalid credit card numbers provided and non-payment on an installment plan for a specific activity. To date, phone calls have been made to attempt to collect these debts resulting in collection of \$450.00 of the \$1,170 in unpaid debts for 2011.

Commissioner Myers and Recreation Director Riesenberger met with Town Attorney Place regarding further actions towards collecting debts. Mr. Place has recommended a progressive action plan to attempt to collect the debts. Commissioner Myers is recommending that the Town Board adopt a progressive action plan.

Councilperson Knapp made a motion, seconded by Councilperson Saum to authorize progressive action to pursue collections of unpaid debts to the Recreation and Parks Department as outlined by Commissioner Myers.

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

APPROVE CHANGE WORK ORDERS
BUSHNELL'S BASIN CANAL IMPROVEMENT PROJECT

Commissioner Beck recommended the following change work orders for the Bushnell's Basin Canal Improvement Project.

General Construction Contract No. 1 Cucchiara Construction

Change Order CO 1-005 covers the installation of a small retaining wall in the kiosk area, located in front of Pontillo's Pizza. With the sloping grade in that area, the contractor found it necessary to install a small retaining wall to create a level area for the brick pavers to be installed around the kiosk. The total cost of this Change Order is \$1,707.75.

The original contract contained line items for toilet accessories, such as towel dispensers, soap dispensers, etc. The Town of Perinton has standardized restroom accessories that are installed in all of the restrooms throughout the Town. Consequently, the items included in the contract were not needed. This Change Order CO 1-006 results in a net credit of \$460.00.

As the project progressed, it became clear that the installation of grass sod in several areas would facilitate a much better surface than hydroseeded topsoil for the planned Grand Opening of the docks. The contractor was requested to provide the Town with a price for procurement and installation of grass sod in various areas. That work was completed prior to the dock opening. The net cost of Change Order CO 1-007 is \$4,462.00.

The original design of the dock did not take into consideration ADA Standards required between the individual floating dock sections. As a result, it was necessary to fabricate and install hinged plates between each dock section and at the gangways. The total cost of Change Order CO 1-008 is \$5,278.50.

A type of dock bumpers were specified in the original project design. However, it was determined during the construction process that these bumpers would likely not be adequate to protect boats when using the facility. It was decided that additional wood planking and a horizontal rubber bumper be installed on the face of the dock. The cost for Change Order CO 1-009 is \$3,506.35.

This is again for the installation of a small retaining wall along the paver pathway behind the Steamer Hess Station leading up to the kiosk at the intersection of Marsh Road and Route 96. Although a wall was originally designed for this area, it needed to be lengthened to facilitate an acceptable grade in the remaining grass area of the Hess Station. Additionally, irrigation and vent lines were discovered in this area during the construction process. It was necessary to place sleeves beneath the paver walkway to facilitate these lines during the construction process. The total cost of Change Order CO 1-010 is \$2,116.00.

This brings the net total cost of Cucchiara Change Orders Nos. 5 through 10 to \$16,610.60.

General Construction Contract No. 2 Concord Electric

During the construction process, it was determined that the installation of a keypad lock mechanism on the restroom facility door housing the shower would be a benefit to overnight boaters. This Change Order CO 2-001 includes the procurement and installation of such a lock. The total cost of this Change Order is \$1,772.44.

No building lighting was included in the contract for the restroom facility. It was determined that adding soffit lights to this structure would provide better lighting in the restroom area. The total cost of Change Order CO 2-002 was \$782.73.

The original contract called for the installation of a decorative light pole and an electric handhold box in the rear yard of a property located east of the Marsh Road Bridge on the north side of the Erie Canal. It was determined that this light and handhold were more of a nuisance to the neighboring residents than an amenity, and the contractor was requested to remove both items. The total cost of Change Order CO 2-003 was \$632.50.

This brings the total cost Change Orders 1 through 3, associated with Concord Electric to \$3,188.67.

Combining these Change Orders with the ones previously approved by the Perinton Town Board, the total Change Order cost for this project to \$50,863.07, bringing the total construction cost of the project to \$647,263.07. The budget estimate for the entire project was \$1,050,000.00 which included construction, engineering and other associated costs. The Town has been awarded grant funding in the amount of \$621,000.00. At this point in time, Commissioner Beck expects the final project costs to be about \$180,000.00 under budget.

Councilperson Knapp asked whether Commissioner Beck expected any additional change work orders and Mr. Beck stated that he did not. Supervisor Smith added that he has received numerous comments about how well this project has been received.

A motion was made by Councilperson Havens, seconded by Councilperson Saum, that the above change work orders be approved as recommended by Commissioner Beck. Each is the result of a change in conditions and was not foreseen in the original plans.

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

APPROVE CHANGE WORK ORDERS
INDIAN VALLEY SEWER PROJECT PHASE 1

Commissioner Beck recommended the following change work orders for the Indian Valley Sewer Project Phase 1.

This proposal involves adding a cured in place lining to approximately 1,350 lineal feet of storm sewer pipe. Originally, plans called for the removal and replacement of all storm sewer pipes within Phase 1 of the project. Pipe lining is a viable option for pipe replacement. In this instance, lining the pipe will cause significantly less disturbance and tree removal in the front lawns of the residents within Phase 1 of the project. It will also mitigate the difficult construction conditions anticipated to be encountered as a result of high groundwater conditions in the sandy soils that exist within the neighborhood. The contractor has submitted a proposal for relining all of the storm sewer in Phase 1 for the amount of \$96,698.60. The Town will receive a credit in the amount of \$92,168.60 for work that will not need to be accomplished as a result of the lining project. Change Order No. 1 will result in a net increase of \$4,530.00 to the project.

Supervisor Smith asked whether Commissioner Beck anticipated using this relining approach in Phases II and III. Commissioner Beck stated it is a possibility for Phase II but not Phase III as the storm sewer there is in such bad condition that it has to be replaced.

Change Order No. 2 covers the installation of an additional 375 lineal feet of sanitary sewer pipe and associated manholes, 484 lineal feet of new storm sewer pipe and associated manholes, and removal and replacement of existing pavement, gutters, and other structures as necessary to box out a section of Weyburn Way, approximately 930 lineal feet in length.

There are two reasons for this Change Order. First, due to a survey error, a grade bust existed at the intersection of Wickford Way and Weyburn Way. As a result, if Wickford Way were the only street being reconstructed at this time, as originally planned, a significant grade change would exist at the intersection. The grade differential would remain in place until Phase 3 of the sanitary sewer project occurred in 2013. This situation would leave the roadway in a condition that creates the potential for drainage problems to occur and for unsafe roadway conditions to exist.

Secondly, while the construction was occurring in Phase 1, the Town was contacted by a homeowner on Weyburn Way, indicating that he was experiencing serious septic system problems, and questioned when it would be possible to tie into the new sanitary sewer. A new sewer was not scheduled to be reconstructed in front of their home until Phase 3 of the project, which will occur in 2013. The additional work will allow the sewer to be constructed this year and allow the homeowner to connect to it, thus avoiding a significant repair expense.

The total cost for this Change Order is \$212,940.90. This cost would have been realized in the construction of Phase 3 of the Indian Valley Sanitary Sewer Project. Consequently, although it increases the cost of Phase 1, it does not increase the total cost of the project.

A motion was made by Councilperson LaFay, seconded by Councilperson Saum, that the above change work orders be approved as recommended by Commissioner Beck. Each is the result of a change in conditions and was not foreseen in the original plans.

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

APPROVE APPOINTMENT
RECREATION AND PARKS ADVISORY BOARD

Supervisor Smith stated that the Recreation and Parks Advisory Board has had a vacancy for approximately one year. The Town Board has received an application from former Recreation and Parks Commissioner, James Donahue, 50 Crystal Spring Lane, who is interested in being appointed to the Recreation and Parks Advisory Board. Commissioner Myers stated that Mr. Donahue's 34 years of service as Commissioner of Recreation and Parks, knowledge, insight and expertise in the administration of municipal recreation and parks will be a valued resource to the board and staff. Supervisor Smith stated that the opening has a term expiring December 31, 2011 and is recommending that the Town Board appoint James Donahue to the remainder of that term and an additional full seven-year term to expire on December 31, 2018.

Councilperson Saum, made a motion, seconded by Councilperson Havens, to appoint James Donahue, 50 Crystal Spring Lane, Perinton as a member of the Recreation and Parks Advisory Board with a term expiring December 31, 2018.

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

AUDIT APPROVED

A motion was made by Councilperson Saum, seconded by Councilperson LaFay that Audit #8 for August 2011 be approved for the Town of Perinton, pursuant to Town Law, and the Town Clerk presented duly verified bills as follows:

AUGUST AUDIT

General Fund	29,813.37
Town Outside of Village	89,899.47
Recreation	99,764.86
Highway General Repair	191,197.49
Highway Snow & Miscellaneous	58,203.33
Joint Sewer	12,374.42
B Basin Fire Protect Dist	78.50
Fairmont Hills Maint Dist	320.00
Basin Canal Port	3,715.75
RS&E Ped Bridge Project	892.34
Jefferson Ave Sewer Project	19,803.61
Indian Valley Sewer Project	<u>252,263.03</u>
	\$755,326.17 Total

The above items were numbers 82402-82582.

AUGUST MANUAL 1

General Fund	83,235.69
Town Outside of Village	5,187.11
Recreation	30,353.33
Joint Sewer	9,592.06
Midlands Lighting Dist	411.98
Lake Lacombe Lighting Dist	28.88
Meadows Lighting Dist	864.09
Deer Run Lighting Dist	1,473.89
Misty Meadows Lighting Dist	<u>111.34</u>
	\$131,258.37 Total

The above items were numbers 82377-82383, 82395-82400.

AUGUST MANUAL 2

General Fund	<u>160.79</u>
	160.79 Total

The above item was number 82594.

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 8:35 pm.

Respectfully submitted,

Jennifer A. West
Town Clerk