

PERINTON TOWN BOARD MEETING  
1350 Turk Hill Road, Fairport, NY 14450  
Wednesday March 24, 2021

PRESENT:	Ciaran T. Hanna Peg S. Havens Seana L. Sartori David Belaskas Meredith Stockman-Broadbent	Supervisor Councilperson/Dep. Supervisor Councilperson Councilperson (remote) Councilperson
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ALSO PRESENT: Joseph H. LaFay, Esq., Town Attorney; Jennifer A. West, Town Clerk; Jason Kennedy, DPW Commissioner; Jeffrey Myers, Commissioner of Recreation and Parks; Brian Dick, Finance Director; Mike Doser, Director of Planning; Melanie Davison, Deputy Town Clerk (remote); Wayne Pickering, Town Assessor; John Overacker, Safety and Security Director; Mitch Pritchard, Communications Director; Alex Winner, Planning Board (remote); Nina Cypher, HR Generalist; Tom Klonick, Town Justice; Mark Gaul, Conservation Board (remote); Heather Moffitt, Secretary to the Supervisor; Jim Brasley, Planning Board Chair (remote).

Supervisor Hanna called the meeting to order at 7:30 pm and introduced the Board and staff present.

Supervisor Hanna began the meeting with the Pledge of Allegiance.

Councilperson Havens made a motion, seconded by Councilperson Stockman-Broadbent, that the minutes of the Town Board meeting of March 10, 2021 be approved as submitted by the Town Clerk.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent

Nays: None

Unanimously Approved

#### APPROVE COMPREHENSIVE EMERGENCY PLAN

Safety and Security Director Overacker stated that Perinton has experienced emergencies in the past such as winter storms but 2020 proved that other events may occur outside of what we would normally consider to be an emergency. He stated that the Town has always had an unofficial plan for emergencies and the pandemic has caused the Town to finish up a plan that has been in the works for several years. Director Overacker provided the plan to the Town Board for their review and comment. He also noted that on Labor Day 2020, the Governor's office (through legislative action) created a new law requiring all municipalities to have a Pandemic Response Plan. That plan is intended to outline how the Town will provide for the safety of the Town employees. Director Overacker incorporated this mandate with the Pandemic Response Plan as an appendix to the Comprehensive Emergency Plan. He highlighted essential employees to Town Hall operations, personal protective equipment and other policies and procedures needed to ensure safety of employees.

Councilperson Havens made a motion, seconded by Councilperson Belaskas to approve the Comprehensive Emergency Plan as outlined by Director Overacker.

Councilperson Havens stated that Director Overacker did a superb and thorough job and asked whether the State gave guidance on the Pandemic Response portion. Director Overacker stated that the law did have requirements that had to be addressed in the plan, but not necessarily how to address the requirements.

Councilperson Stockman-Broadbent stated that this proposed plan made her think about her family and their response to an emergency. She asked if there was a number that would trigger a "full casualty". Director Overacker stated that multiple casualty events would be ones with five or more individuals involved. She also asked about pets in an

emergency and Director Overacker stated that it is best if people can take their pets with them. Evacuation for animals would be referred to the Humane Society. She also asked about the Southern Hills Detention Pond Dam and whether there are other neighborhoods that have a specific plan for their neighborhood? Director Overacker stated that a portion of the plan was incorporated in conjunction with the DPW. Southern Hill Retention Pond Facility is required to have an emergency plan by the DEC and it made sense to include it in our Emergency Plan as it involves multiple departments and agencies. He is not aware of other neighborhoods with specific plans as they don't meet the DEC necessary requirements to have one. Councilperson Stockman-Broadbent asked whether the Town is equipped with cots/inflatable mattresses, etc. Director Overacker stated that one of the requirements if we need to house employees at the Town facilities, is to convert our facilities (such as showers at the Rec center) with rooms with cots to create housing if necessary. The DPW is already equipped as such.

Town Justice Klonick asked once this plan is adopted, what are the plans for the Town Complex, DPW, Parks as far as training employees and citizens that may be on site for active shooter or other emergencies. Director Overacker stated that the Safety Committee has been evaluating a training matrix that will determine what training is required for what positions in the Town. Training will be implemented through services like HR Works both online and in person.

Councilperson Belaskas stated that he has evaluated emergency plans like this in his previous employment and feels that this is a very good plan. He added that he thinks many people are not aware of the dam as they drive down from Southern Hills onto Route 31 and therefore the importance to have plans like this in place.

Councilperson Sartori asked whether this plan would be published on the Town website or other places. Director Overacker stated that the plan would be available at certain locations identified in the plan. He added that the law for the Pandemic Response Plan requires that it be approved by a legislative body such as the Town Board and a copy will be available upon request. She added that the plan is very well done and she appreciates the work.

Supervisor Hanna asked what would happen with a multi-jurisdictional emergency. Director Overacker stated that in the case of a multi Town emergency, Monroe County would take the lead. In a multi-County emergency, the State Office of Emergency Management would take the lead. We would still need a "coordinating center" at the Town to coordinate efforts that come down from the County or State.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

#### END PERMISSIVE REFERENDUM – WOODCLIFF STORM SEWER

Supervisor Hanna announced that the time for Permissive Referendum for the Woodcliff Storm Sewer project has expired.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

#### END PERMISSIVE REFERENDUM – CAPITAL RESERVE FUNDS TRANSFERS

Supervisor Hanna announced that the time for Permissive Referendum for the Capital Reserve Transfers has expired.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

AUTHORIZE CAPITAL RESERVE TRANSFER AND BUDGET  
AMENDMENT – PURCHASE OF COPIER

Finance Director Dick stated that the Town acquired the current Town Hall copier in 2013 for a cost of \$15,309. The copier is a Toshiba e-STUDIO 6540 color copier and has a capacity of 60 pages per minute. This copier has served the Town well over the past eight (8) years however we have made over 1 million copies and it is increasingly out of service for repair. Town Hall relies on this copier not only for copies but also increasingly for scanning documents. It would create a significant hardship on many of the departments to conduct their normal business if this device were to be out for more than a short time.

Director Dick worked with IT Director Donahue to assess Town Hall's needs, connect with representatives of several manufactures and obtained proposals from Toshiba, Xerox and Konica Minolta. They then evaluated the three proposals using three overall criteria; cost, technical specifications and service. Finance Director Dick and IT Director Donahue recommend the purchase of the Toshiba e-STUDIO 6516ACT as they found the Toshiba proposal to provide the best value in all three criteria.

The Toshiba had the lowest total cost of operation over a five, six and seven year period based on an estimated usage of 6,000 black and white (BW) and 4,000 color copies per month. The Toshiba proposal included an initial investment of \$10,671 and a monthly cost of \$208.00 with per page overages cost of \$.0065 for BW and \$.0230 for color. This compares to the current cost of \$.010102 for BW and \$.078915 for color with an estimated total cost just over \$29,000 for the seven year timeframe.

IT Director Donahue developed a matrix with over 30 different specifications and based on this review, he deemed the Toshiba to be the preferred product. Several of the key criteria include:

- The print speed of the Toshiba copier is 75 ppm B and W and 65 ppm Color as compared to the other brands speeds of 70 and 65 and 55.
- The warm up time is 20 secs, which is faster than one brand and minimally slower than another.
- The copy resolution, single pass dual scan, staple finisher, scan to email, staple finisher, hole-punch and reproduction ratio were similar on all three products.
- The Toshiba drive is self-encrypting adding to a higher level of security. Toshiba has a max duty cycle of 540,000 copies per month compared to 300,000 and 200,000/250,000 for the other brands.
- Toshiba has a dual core processor compared to the other products quad core processor but will meet our needs.

Toshiba was also deemed the best in terms of support based primarily on Director Donahue's own experience with Toshiba here, his work with other municipalities and companies and talking to the references provided by the other vendors. Toshiba service has been exceptional for the Town. The Town currently has six Toshiba copiers and have used this brand for more than 20 years. The ease of use and ability to continue operating with a familiar product will make for an easy transition to the new copier. User configurations and system settings can be migrated from the old copier to the new copier with minimal effort and minimal disruption of work.

Director Dick recommended that the Town enter into an agreement to purchase the Toshiba copier. The cost of the copier was not included in the 2021 Budget however it was included in the 2021 IT Capital Reserve capital plan shared with the Board as part of the 2021 Budget process at an estimated cost of \$12,000.

He summarized by requesting the Board to consider three related motions:

- A. Enter in agreement with Toshiba to purchase the Toshiba e-STUDIO 6516ACT for \$10,671 and the monthly rates referenced above.

B. Authorize the transfer of \$10,671 from the IT Capital Reserve Fund to the General operating fund, subject to a 30-day permissive referendum.

C. Approve a budget amendment increasing the IT capital budget (01-1680-0200) by \$10,671 and a corresponding increase to Transfers from Other Funds (01-5031-0000)

Councilperson Sartori made a motion, seconded by Councilperson Havens to enter into an agreement with Toshiba to purchase the Toshiba e-STUDIO 6516ACT for \$10,671 and the monthly rates referenced by Director Dick.

Councilperson Sartori asked whether the lifespan of these copiers is typically 7-8 years and Director Dick stated that may be on the long end and the Town Hall got full use of the current copier. He added that the cost savings on the monthly operating costs essentially pays for the purchase price over the projected life of the copier-saving approximately \$2,000 per year in operating expenses.

Councilperson Belaskas asked whether the first 6,000 and 8,000 copies are included in the monthly \$208 cost and Director Dick verified that was correct.

Supervisor Hanna asked whether Director Dick had also looked into leasing and Director Dick said that he had and found that after three years, the minimal commitment for a lease, it was less expensive to purchase the copier. Supervisor Hanna commended IT Director Donahue and Director Dick for a tremendous job in researching and distilling the comparisons among the proposals.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Councilperson Stockman-Broadbent made a motion, seconded by Councilperson Belaskas to authorize the transfer of \$10,671 from the IT Capital Reserve Fund to the General operating fund, subject to a 30-day permissive referendum.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Councilperson Havens made a motion, seconded by Councilperson Sartori to approve a budget amendment increasing the IT capital budget (01-1680-0200) by \$10,671 and a corresponding increase to Transfers from Other Funds (01-5031-0000).

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

#### AUTHORIZE CREATION OF PARK IMPROVEMENT CAPITAL RESERVE AND TRANSFER OF FUNDS

Finance Director Dick stated that in 1960 the Board established a Park Land Deposits fund. This fund was established as an operating fund and funded by a recreation fee charged to developers at the issuance of a building permit for new residential construction. Over the years, the Town has also deposited funds from the General and Recreation and Park operating fund balance. He added that it is his understanding as result of a recommendation from the NYS Comptroller's office in the 1990's that this fund was reclassified as a Capital Reserve within the General Fund and continued to be funded through both sources. This treatment continued until the NYSOSC 2017 audit, at which time it was recommended that this fund should be classified as a Special Revenue Fund and once again treated as a unique operating fund.

During our their field work for the 2020 audit, current external auditor (Mengel Metzger Barr & Co.) recommended that we consider breaking the fund into two distinct components; the current fund to be continued to be funded by recreation fees and a second Capital Reserve fund. Director Dick supports this approach as this would allow the Town to clearly

segregate the sources of funding to ensure that funds are being used consistent with the required purposes.

He recommended that the Board approve the establishment of the Park Improvement Capital Reserve Fund allowing the use of Town-Wide funds to construct new, and/or replace, repair or renovate existing park structures, amenities, infrastructure and the natural environments of the town parks. In addition, he requested that the Board adopt the following Fund Policy:

**Purpose:** To promote financial stability and flexibility by providing an alternative funding source for the expenditures for park development and improvement initiatives.

**Funding Objective:** It is the long-term goal of the Town to build and maintain this reserve to have sufficient funds to construct new, and/or replace, repair or renovate existing park structures, amenities, infrastructure and the natural environments of the Town parks.

**Source of Funds:** Budget appropriations will be determined during the budget process to maintain adequate reserves. In addition, unanticipated sources such as budget to actual variances can be approved by Town Board.

**Use of Funds:** Funds are to be used to replace, repair, and/or renovate current park structures, amenities, infrastructure and natural environments as necessary. Additionally, funds may be used to build new parks, structures, amenities and infrastructure. Expenditures can only be made following the adoption of a resolution by the Town Board, and is subject to a 30 day permissive referendum.

**Reporting:** The Commissioner of Recreation & Parks and the Director of Finance will develop a Long-Term plan for the reserve as part of the annual budget process. Monthly updates will be provided to the Town Board as part of the report from the Finance Director.

Director Dick stated that if this new capital reserve is approved, he will work with the Rec and Parks Department to segregate the funds in the existing fund and make a recommendation to the Town Board of the allocation of existing funds between the two funds. In the meantime, he recommended that the Board modify the 2020 year-end transfer of \$1,000,000 from the General Fund to the Special Rec Fund approved by the Board at the February 10<sup>th</sup> meeting to a transfer to the newly created Park Improvement Capital Reserve.

Councilperson Stockman-Broadbent moved that the Fund Policy be adopted and put forth the following approval motion creating the Park Improvement Capital Reserve Fund. This motion was seconded by Councilperson Havens:

**RESOLVED**, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “Special Recreation Capital Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to have sufficient funds to fund the Town’s Special Recreation needs.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Perinton. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such

additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Councilperson Belaskas made a motion, seconded by Councilperson Havens to modify the 2020 year-end transfer of \$1,000,000 from the General Fund to the Special Rec Fund approved by the Board at the February 10, 2021 meeting to a transfer to the newly created Park Improvement Capital Reserve.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

#### DECISION LOCAL LAW #1 OF 2021-CREATION OF TOWN OF PERINTON SUSTAINABILITY ADVISORY BOARD

Supervisor Hanna stated that at the February 24, 2021 Town Board meeting the Board held a Public Hearing on Local Law #1 of 2021 which was the creation of the Town of Perinton Sustainability Advisory Board. He stated that they heard from several members of the public. At the following meeting on March 10, 2021, the Town Board referred this to the Planning and Conservation Board for comment.

Supervisor Hanna read the following letter from Conservation Board Chairman Ken Rainis:

Dear Supervisor Hanna:

The Conservation Board recognizes the Town's commitment to sustainability - the importance, preservation, continuance of the Town's natural, human, social, and economic resources for town residents. The Conservation Board supports the creation of a dedicated sustainability board that will:

- (a) identify, support, and recommend green initiatives- sustainable infrastructure measures and practices,
- (b) heighten awareness of green initiatives regarding to impacts regarding town codes and strategic plans (Town Comprehensive Plan),
- (c) identify educational programs and operational practices that support sustainability (e.g. recycling),
- (d) promote public awareness on the value of sustainability,
- (e) participate in educational programs as directed by the Town Board,
- (f) identify grant opportunities regarding reuse, preservation of sustainable infrastructure,
- (g) Identify sustainability issues that could impact the Town and make recommendations to the Town Board.

#### RECOMMENDATIONS:

- (1) The Conservation Board supports the proposal that the Sustainability Board consist of seven (7) members. As has been the experience of members of this board, having a "critical" mass of active, participating members will promote overall effectiveness – "many hands make light work."
- (2) That the Chairman of the Conservation Board be added as an "ex officio" member. Having key staff / volunteer board participation will assure continuity,

- communication, and understanding (similar to the Town Board's desire regarding the Codes Committee).
- (3) The Town Board should provide this new board with specific guidance and direction around some key sustainable infrastructure – such as trails and greenways (canal paths) that access Town lands, parks, and public spaces.
  - (4) The Town Board should provide this new board with direction regarding the integration of sustainability to the Town's Comprehensive Plan.

Supervisor Hanna then read the comments from Planning Board Chair James Brasley:

The Planning Board discussed, at our March 17 meeting, the proposed creation of a new Town Sustainability Advisory Board. Six of the seven Planning Board members were present in person or "virtually" at the meeting. Town Attorney Joe LaFay provided an overview of the proposed Local Law creating this Board. All Planning Board members present at our meeting were in favor of recommending approval of the creation of this new Board.

The Planning Board supports the purpose of the Sustainability Advisory Board as outlined in Section 5 of the proposed Local Law No. 1 as a formal way to recognize the Town's commitment to sustainability. We offer the following comments as part of our recommendation:

1. The Planning Board agrees that the number of members of this new Board should be seven instead of five.
2. The Planning Board recommends that the Chair of the Conservation Board be included as an *ex officio* member of the Sustainability Advisory Board. One of the greatest strengths of all the Town's Volunteer Boards is our emphasis on regular communication among the various Boards. Including the Conservation Board Chair as an *ex officio* member of the Sustainability Advisory Board will help to maintain this tradition of intercommunication.
3. Several Planning Board members expressed concern about the need to establish clear direction about the specific roles and responsibilities that the new Sustainability Advisory Board will have. For example, we recommend that distinctions are made between the tasks overseen by the Conservation Board and the new Sustainability Advisory Board to avoid overlaps.

The Planning Board looks forward to the creation of this new Board and working with its members in the future as the Town continues its commitment to sustainability.

Thank you for the opportunity to comment.

Councilperson Havens put forth the following SEQR Declaration, seconded by Councilperson Belaskas:

WHEREAS, the proposed adoption of Local Law #1, of 2021, Sustainability Advisory Board, received letters of support from the Planning Board and the Conservation Board and the proposed advisory board will not have any significant adverse environmental impacts as the proposed use is consistent with the objectives of the 2011 Town of Perinton Comprehensive Plan, and that in the opinion of the Town of Perinton Conservation Board will

“(a) identify, support, and recommend green initiatives- sustainable infrastructure measures and practices,

- (b) heighten awareness of green initiatives regarding to impacts regarding town codes and strategic plans (Town Comprehensive Plan),
- (c) identify educational programs and operational practices that support sustainability (e.g. recycling),
- (d) promote public awareness on the value of sustainability,
- (e) participate in educational programs as directed by the Town Board,
- (f) identify grant opportunities regarding reuse, preservation of sustainable infrastructure,
- (g) Identify sustainability issues that could impact the Town and make recommendations to the Town Board.”

THEREFORE BE IT RESOLVED, that this unlisted SEQR action be granted a negative declaration.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Councilperson Stockman-Broadbent put forth the following adoption motion, seconded by Councilperson Belaskas:

BE IT RESOLVED, that the proposed adoption of Local Law #1 of 2021, Sustainability Advisory Board be granted. This request meets the criteria set forth in Section 10 of the Municipal Home Law Rule. The proposed law will encourage sustainability throughout the town and encourage good practices toward that end.

Councilperson Stockman-Broadbent asked about the Conservation Board recommendation to have the Chair attend the Sustainability Board meetings to help with communication. She asked whether the Chair of the Sustainability Board would also attend Conservation Board meetings or be an informal member. Supervisor Hanna said that this has not been addressed yet but could.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

**DECISION LOCAL LAW #2 OF 2021 - AMENDMENTS TO SECTIONS 138 FLOOD DAMAGE PREVENTION, SECTION 149 HISTORIC PRESERVATION, SECTION 201 STORAGE OF VEHICLES AND CHAPTER 208 ZONING**

Supervisor Hanna stated that also at the February 24, 2021 Town Board meeting upon the recommendation of the Codes Committee, the Town Board held a Public Hearing on Local Law #2 of 2021. At the following meeting on March 10, 2021 the Law was referred to the Town Planning and Conservation Boards for comment.

Supervisor Hanna read comments from Conservation Board Chair Ken Rainis:

Dear Supervisor Hanna:

Mike Doser, Director of Planning, appeared before this board at our last meeting, March 16<sup>th</sup>. Mr. Doser presented summaries of each of the proposed changes to local ordinances, which were discussed by this board. Below is a summary of those discussions.

- §201-4 *Fence screening height for RVs*

The Conservation Board supports this code change. This action will reduce additional expense and

Materials without materially affecting the intent of the ordinance.

- §138 *Flood damage prevention*  
The Conservation Board enthusiastically supports this code change. This Board's original intent was to protect riparian zones of all streams within the town. This action will extend that protection to non-FEMA mapped streams and associated waterbodies.  
  
Additionally, mitigation for incursions (encroachments) into protected areas will require an equivalent action. This board also supports the addition of ground storage tanks and accessory structures to FIRM zone requirements.
- §208-5; §208-60; § 208-54; § 149: "Notice of Application" signs on property for all board applications that require public notification.  
The Conservation Board supports this code change.
- §208-53 Site plan approval extensions for related board approvals  
The Conservation Board supports this code change of keeping in force all board approvals related to a site plan approval if significant work has commenced or a financial instrument has been secured.
- §208-16; § 208-41: Drive-through stacking  
The Conservation Board supports this code change of eliminating car-stacking requirements for drive-throughs. The repeated seeking of variances has demonstrated the obsolescence of this code requirement.
- §208-40: Bottle and can redemption as Industrial district use  
The Conservation Board supports this code change that restricts "exclusive" bottle and can redemption center operations to function, appropriately, in industrial areas.

Thank you for the opportunity to comment.

From Planning Board Chair James Brasley

The Planning Board discussed, at our March 17 meeting, the amendments to Town Code included in proposed Local Law No. 2. Six of the seven Planning Board members were present in person or "virtually" at the meeting. Planning Director Mike Doser provided an overview of the proposed Code changes. All Planning Board members present at our meeting were in favor of recommending approval of each proposed Code change.

1. Section 201-4 RV fence screening height: Reducing the required height of screening for RV's will make it easier for RV owners to provide screening for their vehicles without having much of a change on the visual impact to surrounding houses.
2. Section 138 flood damage protection: These proposed changes will enhance protection of the environment.
3. Sections 208-5, 208-60, 208-54, and 149 "Property Under Review" signs: Allowing the Director of Building and Codes to oversee the placement of these signs on properties with applications before the Town will provide greater flexibility in determining the number and location of signs informing the public about upcoming applications and hearings. We encourage the Director to provide the maximum number of signs possible on large properties or parcels with multiple street frontages to ensure that broad public awareness of applications is promoted.
4. Section 208-53 site plan approval extensions: This

change will help eliminate any confusion over which approvals from various Boards may be extended when significant work has begun on a project or a Letter of Credit has been filed with the Town.

5. Sections 208-16 and 208-41 drive-thru vehicle stacking requirements: Eliminating specific requirements for the number of vehicle stacking spaces at drive-thrus will recognize the changing nature of drive-thrus at many establishments. The Planning Board is confident that we have the expertise to determine the proper number of stacking spaces required at different types of drive-thrus on a case by case basis rather than being constrained by specific Code requirements now.
6. Section 208-40 bottle and can redemption centers: Restricting future redemption centers to Industrial zones is appropriate. Observing the operation of existing redemption centers in the Town has made it clear that Industrial zones are the best place for them. We understand that any existing redemption centers in other zoning districts will be "grandfathered" and permitted to continue their operations, but any new redemption centers must be located in Industrial zones.

Thank you for the opportunity to comment.

Councilperson Havens put forth the following SEQR Resolution, seconded by Councilperson Sartori:

WHEREAS, the proposed code modifications are mostly administrative in nature, and when applications are received for specific proposed actions, they will be examined through the lens of the SEQR process; and

WHEREAS, four of the proposed code modifications (fence screening height for RVs, flood damage prevention, drive-through stacking requirements, and can and bottling redemption as an industrial use) are focused on environmentally protective actions, such as conserving natural resources (fence screening height for RVs), protecting waterbodies (flood damage prevention), reducing impervious surface (drive-through-stacking requirements), and providing more appropriate space for the purposes of human health and optimal visual impact (can and bottling redemption as an industrial use); and

WHEREAS, the other two proposed code modifications (NOA sign placement and site plan approval timeframe extensions) are related to process and procedure governing board approval of applications, and do not have any permanent direct impact to the environment; and

WHEREAS the proposed code modification received letters of support from the Planning Board (dated March 24, 2021), and the Conservation Board (dated March 23, 2021).

THEREFORE BE IT RESOLVED, that this action will not result in any significant adverse environmental impact, and that a negative SEQR declaration be granted.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Councilperson Belaskas put for the following code adoption resolution, seconded by Councilperson Stockman-Broadbent:

WHEREAS, the Codes Committee discussed advancing the proposed code modifications to the Town Board for approval on Dec. 15, 2020; and the Town Board held a public hearing on Feb. 24; and the Planning Board discussed the proposed code modifications at its meeting on March 17, and issued a letter of support on March 24; and the Conservation Board discussed the proposed code modifications at its meeting on March 16 and issued a letter of support on March 23; and

WHEREAS, the proposed code modifications are aligned with aspects of the following goals and objectives of the Town Comprehensive Plan (2011):

- Encourage the highest quality planning and design of all development consistent with the high quality standards that have been maintained in Perinton throughout the years (fence screening height for RVs; flood damage prevention, drive-through stacking requirements, can and bottling redemption as industrial use, NOA sign placement, and site plan approval timeframe extensions).
- Ensure land use regulations are consistent with the Town's open space preservation and environmental protection objectives (fence screening height for RVs; flood damage prevention, drive-through stacking requirements, can and bottling redemption as industrial use, NOA sign placement, and site plan approval timeframe extensions).
- Ensure the Town's water resources are protected from pollution from any sources including industrial, commercial, residential, and agricultural land uses (flood damage prevention).

THEREFORE, BE IT RESOLVED, that the proposed modifications to the Town Code be approved.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

#### AUTHORIZE ADVERTISEMENT (RECEIPT OF BIDS) FOR A PREVENTATIVE MAINTENANCE SERVICE CONTRACT FOR GENERATOR MAINTENANCE & REPAIR

DPW Commissioner Kennedy stated that the Department of Public Works is requesting authorization to bid a Preventative Maintenance Service Contract for emergency power generator maintenance and repair. The Town of Perinton owns eleven (11) permanent standby generators and three (3) tow behind portable generators. The majority of the standby generators provide emergency power to sanitary lift stations throughout Town, but we also own standby generators at the Public Works Facility and Town Hall. The tow behind generators are used by the Public Works Department to provide emergency power to those sanitary lift stations that do not have standby generators or to any other critical facilities owned by the Town of Perinton.

He stated that they anticipate advertising the service contract for public bids in April 2021 followed by the award of a contract, pending Board approval, in May 2021. The term of this contract will last for 1-year from the date of award, with the option to renew the contract up to four (4) additional twelve (12) month periods at the mutual consent of both parties, which is similar to how we structured our tire re-capping term contract.

Councilperson Havens made a motion, seconded by Councilperson Belaskas to authorize the advertisement/receipt of bids for a preventative maintenance Service contract for generator maintenance and repair.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

## APPROVE CONSERVATION EASEMENT MODIFICATION REQUEST

Town Assessor Pickering stated that on the north side of Wilkinson Road, the Fulreader family owned a 29.18 acre parcel. The parcel is currently encumbered by a fifteen (15) year conservation easement, filed in 2011, and is set to expire in 2026. The filed conservation easement officially excludes 1.0 acre from the easement.

This property was purchased in 2020 by Joel and Julie Harper. The Harpers are currently seeking approval from the Town to improve the property with one single-family home site. The surveyor/engineer estimates the total area that will be disturbed will be approximately 1.9 acres of land.

Since the home site is going to disturb more than 1.0 acres the Harpers did submit a request to cancel the easement. Assessor Pickering started to calculate the cancellation penalty and discovered that during the 2018 town wide assessment update the number of acres “excluded” from the easement was increased from 1.0 acres to 5.0 acres. After discussing this inconsistency with the Town Attorney, they decided the proper course of action would be not to force the cancellation of the conservation easement but to allow the 1.9 acres to be developed for the one home site. This inconsistency would then be corrected with the next conservation easement renewal.

Assessor Pickering added that before the Board tonight is a letter from Mr. and Ms. Harper requesting the Board to officially modify the current Conservation Easement to reflect a change in the excluded acres from 1.0 to 1.9 acres. If approved, a revised conservation easement will be filed with the County Clerk Office that will cover the remaining years of the current conservation easement term.

Councilperson Sartori made a motion, seconded by Councilperson Havens to approve the Conservation Easement modification request as outlined by Assessor Pickering.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

## AUTHORIZE RELEASE OF EASEMENT FOR 20 & 25 SYLVAN GLEN

Supervisor Hanna stated that this is a request for release of easement at 20 and 25 Sylvan Glen. This easement is for a Town trail on these properties to be used as a connecting trail for the Crescent Trail Association. Crescent Trail Association never established a trail in that location and does not see future use, however, since this item has appeared on the agenda, the Board has heard from members of the public who currently do use the trail easement for passive recreation. Supervisor Hanna has asked Parks Director Piddisi to set up a meeting with those residents to gauge next steps.

Councilperson Havens made a motion, seconded by Councilperson Sartori to table this item until after the resident meeting takes place.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Supervisor Hanna announced that this would be Councilperson Havens last meeting as she had submitted her retirement notice. He stated that he “has known Ms. Havens for over 15 years and couldn’t see a better fit than having her on the Town Board. She is community oriented, conscientious, and really has proven to have good read on the pulse of the Town. She has now been a Town Board member for 12 years and I have been lucky enough to work with her on the Town Board first for 4-6 years and subsequently as the Supervisor having her on the Board and what a great experience it has been having her on the Board. The first thing I did was name her as Deputy Supervisor and she has been a terrific Deputy. By the way, she has served under three Town Supervisors. She has been so helpful

to me in everything and a wealth of information. Her business sense--and she and I worked on the same wavelength as far as the business sense is concerned and then you combine that with her marketing experience and she is so far ahead of me on the marketing side and has been a great asset to the Town. She has worked on several committees—the Communication Committee, Personnel Committee, Rec and Parks Advisory Board. She has been a very steady influence behind the scenes in the Town—not an in your face type of person, knows what needs to be done, gets it done but doesn't want to take a lot of credit for it. Her insight has been tremendous for this Town. And fortunately, now for her retirement she's going to have a lot of time to do a lot of other things. We are going to miss her around Town Hall. I'm going to miss her talks, she would come in and I would run many, many things by her. Her council has been exceptional and I want to wish you all the best luck in retirement and I will notify our local golf courses that they may need to step up their maintenance especially their divot-fixing program because Peg and Fred are going to be out there a lot this summer. Congratulations on your retirement. It has truly been a pleasure working with you, you are the consummate Town Board member and I have enjoyed every minute of it".

DPW Commissioner Kennedy and Recreation and Parks Commissioner Myers each congratulated Ms. Havens on her retirement and thanked her for her support of their departments and their efforts, her wisdom and advice. They thanked her for being a steady presence amongst all of the change. Commissioner Myers specifically thanked Councilperson Havens for her focused review of the budget proposals over the years resulting in a more streamlined spending plan and a more organized approach to project prioritizing. They both thanked Councilperson Havens for her dedication to their departments but more so to the residents of Perinton.

Town Clerk West read comments from Joe LaFay, Lori Stid, Mitch Pritchard, Brian Dick, Jim Donahue, and herself. All thanked her for her leadership, friendship, their department initiatives support and keeping the residents first in all decisions.

Town Justice Klonick also thanked Councilperson Havens for her support of the Court and its independence. Councilperson Belaskas stated that he considers Ms. Havens as a mentor and friend and thanked her for her support and guidance in being a good Town Board member.

Councilperson Havens thanked all for their kind comments. She said "it has been an honor and a privilege to serve with you. I see so many friendly faces and I can't believe it has been 12 years. Hopefully I have been able to contribute a little bit to Perinton but along the way if I have made some contributions to the Town, I've also made a lot of very good friends and have some dear colleagues. I see those friendly faces out there and I will still be around. Thank you for all of your very kind comments, your love and support over the years. It has been an honor and a privilege".

Supervisor Hanna read a proclamation for Councilperson Havens:

Peg Havens has diligently served the Town of Perinton throughout her twelve-year career as a Town Board member, including three years as Deputy Supervisor. A 32-year Perinton resident, Peg is also a past member of the Town's Zoning Board of Appeals. During her tenure on the Town Board, Peg took an active role as a member on the Town Codes, Personnel, and Communications Committees, as well as the Recreation & Parks Advisory Board.

Prior to and accentuating her time with the Town of Perinton, Peg built an incredible personal and professional network in our community. Her business background includes the achievement of an MBA from the Simon School at the University of Rochester, and more than 25 years of corporate marketing management positions with Frontier Communications and Time Warner Cable/Spectrum. Her management skills and strategic business and marketing experience, combined with her love for our community and passion for improving lives, has made her an incredible asset to the Perinton Town Board.

Known for her keen advice and profound knowledge, Peg has served as an integral partner to all Departments in the Town of Perinton. From Public Works to Parks, Recreation to Communications, Human Resources to Information Services, the impact of Peg's leadership and vision will continue to benefit our residents and staff for years to come. Peg has been an incredible advocate for our Town, working to modernize operations and improve our quality of life, all while preserving Perinton's small-town charm. Most recently, Peg spearheaded a new employee recognition program, "*Living the Values*," which will forever implement one of her most admirable qualities, recognizing the achievements of others to empower and inspire everyone.

After twelve years of service to our residents and Town staff, Peg will be retiring from the Town Board. Our entire community is grateful for her thoughtful leadership, supportive nature, and extensive knowledge. The Town of Perinton is an even better place to live and work because of Peg's many contributions. She has helped guide Perinton to new heights and will leave a legacy that will positively impact our Town for generations to come. We wish Peg and her family the best in her well-deserved retirement!

**THEREFORE, We, the Perinton Town Supervisor, Perinton Town Board, and Perinton Town Clerk, do hereby proclaim today, March 24, 2021, to be:**

## ***PEG HAVENS DAY***

in the Town of Perinton in honor of her retirement and in recognition of her outstanding dedication to serving our residents and employees.

**Signed this 24<sup>th</sup> day of March in the year two-thousand and twenty-one**  
by Supervisor Hanna and Councilpersons Sartori, Belaskas, Stockman-Broadbent and Town Clerk West

Supervisor Hanna also mentioned that a plaque will be installed at the playground at Egypt Park to commemorate Councilperson Haven's time and service on the Town Board.

### PUBLIC COMMENT

Elsa Bretherton, 49 Ward Lane, congratulated Ms. Havens and wished her the best. She asked about the reason for the signage coming down at 638-640 Jefferson Avenue. Supervisor Hanna stated that the application was scheduled to go before the Planning Board. The procedure is that the DPW makes comments on the application prior to the applicant appearing before the Planning Board. The DPW requested some information from the applicant and the applicant was unable to complete the DPW requests in time for the meeting and requested that the application be postponed until the next meeting. The signs came down but will go back up again prior to the next Planning Board meeting. Ms. Bretherton also asked about the petition that was signed by neighbors relative to this application. Supervisor Hanna stated that the petition is part of the record on file in the Town Clerk's office.

### AUDIT APPROVAL

A motion was made by Councilperson Sartori, seconded by Councilperson Stockman-Broadbent that Audit #3B for March 2021 be approved for the Town of Perinton, pursuant to Town Law, and the Town Clerk presented duly verified bills as follows:

#### MARCH AUDIT

General Fund	138,706.42
Town Outside of Village	350,751.58
Recreation	59,082.74
Highway General Repair	6,857.06
Highway Snow & Miscellaneous	99,290.97
Joint Sewer	5,616.74
Lake Lacoma Lighting Dist	55.23
Meadows Lighting Dist	1,020.07
Deer Run Lighting Dist	139.24
	<u>\$661,250.05</u> Total

The above items were numbers 118655-118777.

#### MARCH MANUAL

General Fund	109,336.69
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Town Outside of Village	10,292.95
Recreation	40,949.80
Joint Sewer	14,540.81
Midlands Lighting District	470.16
Deer Run Lighting Dist	1,501.59
Misty Meadow Lighting Dist	<u>120.56</u>
	\$193,548.28 Total

The above items were numbers 118520-118529, 118649-118652.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

There being no further business before the Board and no questions from the audience, a motion to adjourn at 9:00 pm was made by Councilperson Havens, seconded by Councilperson Sartori.

Ayes: Hanna, Havens, Sartori, Belaskas, Stockman-Broadbent  
Nays: None  
Unanimously Approved

Supervisor Hanna stated that all are welcome to stay on the conference/video call for the Town Board workshop. Beginning in May, Town Board workshops will be on the first Wednesday of the month at 6:00 pm in the Town Board room.

Respectfully submitted,

Jennifer A. West  
Town Clerk