

TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, NY 14526-9798

TOWN BOARD LEGISLATIVE AGENDA

Wednesday, November 1, 2023, 6:30PM

Supervisor Debbie Drawe, presiding

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Communications and Announcements
- III. Public Hearing #1: To Allow the Establishment of a Special Improvement District within the Highland Estate Subdivision, 2745 Penfield Road
Public Hearing #2: To Consider Adopting a Local Law which would Establish Legislation to Regulate how Town-Owned Trees are Preserved and Maintained
- IV. Public Participation
- V. Additions and Deletions to Agenda
- VI. Approval of Minutes - October 4, 2023
- VII. Petitions
- VIII. Resolutions by Function

Law and Finance

- 23T-205 State Environmental Quality Review Act (SEQRA) Designation of Lead Agency for the Town of Penfield DPW Garage Project
- 23T-206 State Environmental Quality Review Act (SEQRA) Determination of Significance for the Town of Penfield DPW Garage Project
- 23T-207 Bond Resolution Authorizing General Obligation Serial Bonds to Finance Certain Capital Improvements Consisting of the Construction of a DPW Facility, Authorizing the Issuance of Bond Anticipation Notes in Contemplation Thereof, the Expenditure of Sums for Such Purpose, and Determining Other Matters in Connection Therewith
- 23T-208 Adoption of Final Budgets for Fiscal Year 2024
- 23T-209 Setting a Public Hearing to Consider Modifications to the Town's Official "Hunting Map"
- 23T-210 Setting a Public Hearing to Consider Adopting a Local Law to Provide a Tax Exemption for Volunteer Fire and Ambulance Workers

Public Works

- 23T-211 Authorization for Supervisor to Sign a Contract with Expert Environmental Construction Group for Asbestos Abatement Services within the Ruth Braman Room
- 23T-212 Authorization for Supervisor to Sign a Contract with Paradigm Environmental Services, Inc. for Asbestos Air/Project Monitoring Services within the Ruth Braman Room
- 23T-213 Advertising for Bids for the Construction of a Dumpster Enclosure in the Four Corners Municipal Parking Lot
- 23T-214 Authorization to Install and Remove STOP Signs within the Beacon Hills Neighborhood
- 23T-215 Authorization to Install CROSSWALK Signs on Panorama Trail
- 23T-216 Authorization to Install CROSSWALK Signs on Clark Road
- 23T-217 Purchase of One Ventrac 452OZ Tractor with Blower Attachment
- 23T-218 Awarding a Contract for the 2024 Sidewalk Construction Program
- 23T-219 Roadway Dedications for 2023

TOWN BOARD LEGISLATIVE AGENDA

- 23T-220 Purchase of a 2023 Chevrolet Silverado 4500HD with Insulated Bucket Service Body
- 23T-221 Awarding the Contract for the Exterior Stairwell Replacement at the Penfield Town Hall
- 23T-222 Awarding the Contract for Interior Painting Services in the Library at the Penfield Community Center

Public Safety - None

Community Services - None

- IX. Old Business
- X. New Business
- XI. Executive Session
- XII. Next Meeting: December 6, 2023
- XIII. Adjournment

This meeting will be video recorded and broadcast LIVE via the town's website www.penfield.org and the Town's Government Access Cable Channel 1303.

Questions regarding video coverage contact Penfield TV at (585) 340-8661.

PENFIELD TOWN BOARD RESOLUTION NO. 23T-205 DATE: November 1, 2023

BY: Councilperson Kohl

COMMITTEE: Law & Finance

NAME: State Environmental Quality Review Act (SEQRA) Designation of Lead Agency for the Town of Penfield DPW Garage Project

WHEREAS, the Town of Penfield Town Board (hereinafter referred to as “Town Board”) on September 6, 2023, declared its intent to be designated the Lead Agency for the Town of Penfield Highway Garage Project under the provisions of the State Environmental Quality Review (SEQR) regulations; and

WHEREAS, the Town Board has provided written notices to this effect to the involved and interested agencies; and

WHEREAS, the Town Board has not received any written objections from the involved agencies to the Town Board’s designation as the lead agency under the SEQR Regulations; and

WHEREAS, the Town Board has previously determined that it is the most appropriate agency to ensure the coordination of this action and for making the determination of significance thereon under the SEQR regulations.

NOW, THEREFORE BE IT RESOLVED that the Town Board does hereby designate itself as the lead agency for the Action identified above herein.

Moved: _____

Seconded: _____

Vote: Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-206 DATE: November 1, 2023

BY: Councilperson Kohl

COMMITTEE: Law & Finance

NAME: State Environmental Quality Review Act (SEQRA) Determination of Significance for the Town of Penfield DPW Garage Project

WHEREAS, the Town of Penfield Town Board (hereinafter referred to as “Town Board”) has determined the above referenced Action to be a Type 1 Action pursuant to Part 617 of the State Environmental Quality Review (SEQR) regulations; and

WHEREAS, the Town Board has reviewed and accepted the completed Full Environmental Assessment Form Parts 1, 2, and 3 including the supporting information on the action prepared by the MRB Group (hereinafter referred to as “Engineer”); and

WHEREAS, the Town Board has completed the coordinated review and public comment period provided for under the SEQR regulations; and

WHEREAS, the Town Board has designated itself as lead agency under the SEQR regulations for making the determination of significance upon said action on a separate resolution at the November 1, 2023 meeting; and

WHEREAS, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3.

NOW THEREFORE BE IT RESOLVED, that said action WILL NOT result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form.

BE IT FURTHER RESOLVED that the Town Board does hereby make a Determination of Non-Significance on said action, and the Town Supervisor is hereby directed to sign the Full Environmental Assessment Form (EAF) Part 3, the Negative Declaration, as evidence of the Town Board determination of environmental non-significance.

Moved: _____

Seconded: _____

Vote: Drawe _____

Kohl _____

Lee _____

Ockenden _____

Name: **BOND RESOLUTION DATED NOVEMBER 1, 2023, OF THE TOWN BOARD OF THE TOWN OF PENFIELD, NEW YORK, AUTHORIZING GENERAL OBLIGATION SERIAL BONDS TO FINANCE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF THE CONSTRUCTION OF A DPW FACILITY, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE EXPENDITURE OF SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.**

WHEREAS, the Town, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder (“SEQRA”), has completed its environmental review and, on November 1, 2023, has duly issued a negative declaration and has determined that the implementation of the type I action as proposed will not result in any significant adverse environmental impacts now, therefore, be it

RESOLVED BY THE TOWN BOARD OF THE TOWN OF PENFIELD, NEW YORK (hereinafter referred to as the “Town”), by the favorable vote of not less than two-thirds of all of the members of such Board, as follows:

Section 1. The Town of Penfield shall undertake certain capital improvements consisting of the acquisition and construction of a new approximately 73,300 square foot building to house the new DPW facility and ancillary facilities and related buildings, including, without limitation, a 26 bay vehicle garage, maintenance garage, administration offices, kennel space for Animal Control and an attached open-air lean-to, and construction of a new Salt Storage Building, a Sand Storage Building, a Temporary Salt Storage Building, and a new wood pole barn, construction of a new fuel station, and the acquisition of original furnishings, equipment, machinery or apparatus, and other incidental improvements that may be required in connection therewith for such construction and Town use, also to include demolition of the existing highway garage and ancillary buildings and structures (hereinafter referred to as “purpose”), and general obligation serial bonds in an aggregate principal amount not to exceed \$25,000,000 of the Town are hereby authorized to be issued to finance said purpose, and said amount is hereby appropriated therefor, and bond anticipation notes in anticipation thereof (and renewals thereof) of the Town are hereby authorized to be issued to finance said purpose.

Section 2. The estimated maximum aggregate cost to the Town of Penfield of said purpose, which may include preliminary costs and costs incidental thereto and costs of the financing thereof, is estimated to be \$30,000,000 (of which the Salt Storage Building is \$821,440; the Sand Storage Building is \$317,979; the Temporary Salt Storage Building is \$616,522 and the wood pole barn is \$672,979, all of which additional related component class C buildings shall be paid solely from assigned general fund balance and not from debt obligations authorized herein). The plan for financing of said purpose is to provide (i) up to \$5,000,000 from such assigned general

fund balance, and (ii) up to \$25,000,000 of such maximum cost by issuance of obligations as herein authorized.

Section 3. It is hereby determined and declared that (a) such new DPW Facility shall include class "A" buildings as defined in Subdivision 11 of Paragraph a of Section 11.00 of the Local Finance Law, and said purpose is one of the class of objects or purposes described in Subdivision 11 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is thirty (30) years and such related buildings referred to in Section 1 herein shall be class "C" buildings as defined in Subdivision 11 of Paragraph a of Section 11.00 of the Local Finance Law, and said purpose is one of the class of objects or purposes described in Subdivision 11 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of such related buildings portion of the purpose is fifteen (15) years, and (b) the proposed maximum maturity of said bonds authorized by this resolution will be in excess of five years, (c) current funds required to be provided prior to the issuance of the bonds or notes herein authorized, pursuant to Section 107.00 of the Local Finance Law, to the extent applicable, if any, will be provided, (d) the notes herein authorized are not issued in anticipation of bonds for an assessable improvement, and (e) there are presently no outstanding bond anticipation notes issued in anticipation of the sale of said bonds.

Section 4. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Town and all the taxable real property in the Town is subject to the levy of *ad valorem* taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations, if any, sufficient to pay the principal of and interest on said bonds and notes.

Section 5. It is hereby determined and declared that the Town reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 6. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including, without limitation, the consolidation with other issues, the determination to issue bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, including without limitation, the authority to determine whether to accept bids electronically to the extent allowed by Section 58.00 of the Local Finance Law, is hereby delegated to the Town Supervisor, the Town's chief fiscal officer. The Town Supervisor and the Town Clerk or Deputy Clerk are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution and are hereby authorized to affix to such bonds and notes the corporate seal of the Town of Penfield.

Section 7. The faith and credit of the Town of Penfield, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 8. After compliance with Section 9 hereof, this resolution shall be published in full by the Town Clerk of the Town of Penfield together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Town, in the manner prescribed by law. The validity of said bonds and bond anticipation notes issued in anticipation of the sale of said serial bonds, may be contested only if such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 9. This resolution is subject to a permissive referendum of the qualified electors of the Town of Penfield, pursuant to Section 35.00 of the Local Finance Law.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-208

DATE: November 1, 2023

BY: Councilperson Kohl

COMMITTEE: Law and Finance

NAME: **Adoption of Final Budgets for fiscal year 2024**

WHEREAS, the Town Board of the Town of Penfield having on the 4th day of October 2023 commencing at 6:30 PM, duly held a public hearing on the Preliminary Budgets for the fiscal year beginning January 1, 2024, and

WHEREAS, all requirements of Article 102 through 109 of the New York State Town Law for preparation and adoption of the General, Highway, and Library Budgets have been met, and

WHEREAS, all requirements of Article 15 of the New York State Town Law for preparation and adoption of the Special District budgets have been met, and

WHEREAS, in addition to the above legal requirements, a presentation of the 2024 Tentative Budget was made at the Town Board meeting on September 6th and,

WHEREAS, all persons desiring to be heard in the matter of the budgets of the Town of Penfield for fiscal year 2024 have been fully heard,

NOW THEREFORE, BE IT RESOLVED, that the Final Budgets for the General, Highway, and Library Funds, and the Special Districts be and the same are hereby adopted as the annual budgets for the fiscal year beginning January 1, 2024, and that such annual budgets as so adopted, be entered in the minutes of the proceeding of this Town Board, and the annual budgets made available for public inspection at the Town Clerk’s Office during normal business hours as well as in the Finance Office at the Town Hall located at 3100 Atlantic Avenue, and the Public Library at 1985 Baird Road, and

BE IT FURTHER RESOLVED, that the Clerk of the Town of Penfield certify as provided by law, duplicate copies of said annual budgets together with Assessment Rolls for the Town, and provide to the Supervisor of this Town, and that the Supervisor shall provide such copy to the Monroe County Legislature, as required by law.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T- 209 DATE November 1, 2023

BY Councilperson Kohl

Law & Finance Committee

NAME Setting a Public Hearing to Consider Modifications to the Town’s Official
“Hunting Map”

WHEREAS, given the new development within the town and changes to its rural character in certain areas, revisions to the official “Hunting Map” have been proposed for consideration; and

WHEREAS, the boundaries of the proposed changes and proposed new limits are shown on the Map and Plan attached; and

WHEREAS, it is also proposed to change the name from the official “Hunting Map” to the Firearm Discharge Map.”

WHEREAS, the Town Board designated itself as the lead agency and classified the action as an unlisted action pursuant to the State Environmental Quality Review Act (SEQRA).

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the said Town of Penfield shall hold a public hearing at the Penfield Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on December 6, at 6:30 PM on said date, to consider the said proposed revisions and to hear all persons interested on the question of the update to the “Firearm Discharge Map”, and be it further

RESOLVED, that the public hearing notice shall be published at least once in the official newspaper of the Town, the first publication thereof to be not less than ten (10) nor more than twenty (20) days before the date set for said hearing. A copy of the public hearing notice shall be posted on the official signboard of the Town as prescribed by Law.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-210 DATE: 11/1/2023

BY: Councilperson Kohl

COMMITTEE: Law and Finance

NAME Setting a Public Hearing to Consider Adopting Local Law No. X of 2023 to Provide a Tax Exemption for Volunteer Fire and Ambulance Workers

WHEREAS, the Town Board of the Town of Penfield wishes to consider adopting proposed Local Law No. X of 2023 which would provide a tax exemption for volunteer fire and ambulance workers, and

WHEREAS, the Penfield Town Board is best suited to act as "Lead Agency" within the meaning of the State Environmental Quality Review Act (SEQRA) and thus does hereby designate itself as "Lead Agency" pursuant to SEQRA; and

WHEREAS, the subject application is determined to be a Type II action pursuant to the State Environmental Quality Review Act (SEQRA);

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the said Town of Penfield shall hold a Public Hearing at the Penfield Town Hall, 3100 Atlantic Avenue, in the Town of Penfield, New York on November 1st, 2023, at 6:00 PM on said date, to consider the said proposal and to hear all persons interested on the question of the adoption of Local Law No. of 2023, which would provide a 10% tax exemption for volunteer fire and ambulance workers, as well as the options for 20-year members, and all provisions regarding un-remarried spouses as authorized by New York Real Property Tax Law Section 466-A. This will repeal and replace Local Law #1-2022. A copy of said Law is attached hereto and made part hereof as Schedule "A"; and be it further

RESOLVED, that the Town Clerk be and she hereby is directed to publish and post a Notice of the Public Hearing on the official signboard of the Town in the manner prescribed by Law, the first publication thereof to be not less than five (5) days and not more than thirty (30) days before the date set for the said Public Hearing, as aforesaid.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

Schedule A

* § 466-a. Volunteer firefighters and volunteer ambulance workers. 1. Real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service or such enrolled member and spouse residing in any county shall be exempt from taxation to the extent of up to ten percent of the assessed value of such property for city, village, town, part town, special district, school district, fire district or county purposes, exclusive of special assessments, provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

2. Such exemption shall not be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service residing in such county unless:

(a) the applicant resides in the city, town or village which is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;

(b) the property is the primary residence of the applicant;

(c) the property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section; and

(d) the applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service, as determined by the governing body of a city, village, town, school district, fire district or county; provided, however, that such governing body shall establish a minimum service requirement for each applicant between two years of service and five years of service. It shall be the duty and responsibility of the governing body of each municipality, school district and/or fire district which adopts a local law, ordinance or resolution pursuant to this section to determine the procedure for certification.

3. Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this section for the remainder of his or her life as long as his

or her primary residence is located within such county provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

4. Un-remarried spouses of volunteer firefighters or volunteer ambulance workers killed in the line of duty. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption claimed under such statutes by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, to such deceased enrolled member's un-remarried spouse if such member is killed in the line of duty; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and

(b) such deceased volunteer had been an enrolled member for at least five years; and

(c) such deceased volunteer had been receiving the exemption prior to his or her death.

5. Un-remarried spouses of deceased volunteer firefighters or volunteer ambulance workers. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption to an un-remarried spouse of a deceased enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and

(b) such deceased volunteer had been an enrolled member for at least twenty years; and

(c) such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

6. Application for such exemption shall be filed with the assessor or other agency, department or office designated by the municipality, school district and/or fire district offering such exemption on or before the taxable status date on a form as prescribed by the commissioner.

7. No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of this article on the effective date of

this section shall suffer any diminution of such benefit because of the provisions of this section.

8. Any city, village, town, school district, fire district or county that currently, through local law, ordinance or resolution, provides an exemption from taxation for an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, such enrolled member and spouse, or an un-remarried spouse shall be authorized to continue to provide such exemption, provided however, such city, village, town, school district, fire district or county shall adopt a local law, ordinance or resolution to conform to the provisions of this section no later than three years after the effective date of this section.

9. Notice to affected municipalities. On or before December thirty-first, two thousand twenty-two, it shall be the duty of the commissioner or her or his designees to notify or cause to be notified, in a manner prescribed by the commissioner, the chief executive officer of each and any municipality in which former sections four hundred sixty-six-a, four hundred sixty-six-b, four hundred sixty-six-c, four hundred sixty-six-d, four hundred sixty-six-f, four hundred sixty-six-g, four hundred sixty-six-h, four hundred sixty-six-i, four hundred sixty-six-j, and four hundred sixty-six-k of the real property tax law apply, of the provisions of the chapter of the laws of two thousand twenty-two that added this section.

PENFIELD TOWN BOARD RESOLUTION NO. 23T-211 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Authorization for Supervisor to sign a contract with Expert Environmental Construction Group for Asbestos Abatement Services within the Ruth Braman Room

WHEREAS, asbestos containing materials (ACM) was been identified in the Ruth Braman meeting room in the Penfield Community Center and requires remediation and abatement services; and

WHEREAS, Expert Environmental Construction Group is on the Monroe County Contract # 1011-22 (7700000144) for remediation and abatement services; and

WHEREAS, funds are available in the General Fund Contingency Account as part of the 2023 adopted budget;

BE IT RESOLVED, that the Supervisor is hereby authorized to sign a contract, not to exceed \$11,500.00 for professional services with Expert Environmental Construction Group, P.O. Box 485, Wayland NY 14572-0485, to provide asbestos abatement services identified within the Ruth Braman Room, located at 1985 Baird Road. This resolution and the proposal submitted by Expert Environmental Construction Group shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

BE IT FURTHER RESOLVED, that the Town Board authorizes the transfer of funds as follows:

From	Amount	To	Amount
A00-1990-0004-4040 Regular Contingency	\$11,500	L00-7410-0003-0000 Library Renovations/Improvements	\$11,500

Moved: _____

Seconded: _____

Vote: Drawe _____

 Kohl _____

 Lee _____

 Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T- 212 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Authorization for Supervisor to sign a contract with Paradigm Environmental Services, Inc for Asbestos Air/Project Monitoring Services within the Ruth Braman Room

WHEREAS, asbestos containing materials (ACM) was been identified in the Ruth Braman meeting room in the Penfield Community Center and requires remediation and abatement services; and

WHEREAS, Expert Environmental Construction Group will be providing asbestos remediation and abatement services within the Ruth Braman room; and

WHEREAS, the remediation and abatement services require independent, third party air/project monitoring services; and

WHEREAS, Paradigm Environmental Services, Inc has submit a proposal to provide said professional services; and

WHEREAS, funds are available in the General Fund Contingency Account as part of the 2023 adopted budget;

BE IT RESOLVED, that the Supervisor is hereby authorized to sign a contract, not to exceed \$2,230.00 for professional services with Paradigm Environmental Services, Inc, 179 Lake Avenue, Rochester NY 14608, to provide asbestos air/project monitoring services required for the remediation and abatement within the Ruth Braman Room, located at 1985 Baird Road. This resolution and the proposal submitted by Paradigm Environmental Services, Inc shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

BE IT FURTHER RESOLVED, that the Town Board authorizes the transfer of funds as follows:

From	Amount	To	Amount
A00-1990-0004-4040 Regular Contingency	\$2,230	L00-7410-0003-0000 Library Renovations/Improvements	\$2,230

Moved: _____

Seconded: _____

Vote: Drawe _____

 Kohl _____

 Lee _____

 Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-213 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Advertising for Bids for the Construction of a Dumpster Enclosure in the Four Corners Municipal Parking Lot

BE IT RESOLVED, that the Director of Public Works, be and hereby is authorized to advertise in the manner prescribed by law for sealed proposals to furnish the Town of Penfield with the following:

Construction of a Dumpster Enclosure in the Four Corners Municipal Parking Lot

NOW THEREFORE, BE IT FURTHER RESOLVED, the service contract shall be in accordance with specifications prepared by the Director of Public Works. Sealed proposals are to be received in the office of the Town Clerk until December 1, 2023 at 11:00am local time and there and then to be opened and read publicly by the Town Clerk.

Moved: _____

Seconded: _____

Vote:	Drawe	_____
	Kohl	_____
	Lee	_____
	Ockenden	_____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-214 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Authorization to Install and Remove STOP Signs within the Beacon Hills Neighborhood

WHEREAS, it is the Town of Penfield’s responsibility to promote and maintain public safety on roads within the Town of Penfield; and

WHEREAS, pursuant to the New York State Vehicle and Traffic Law, Section 1660, the Penfield Town Board is granted the authority to authorize the establishment of traffic control devices on Town highways within the Town of Penfield; and

WHEREAS, the Town of Penfield – Transportation Committee has received a request to review traffic control signage within the Beacon Hills Neighborhood; and

WHEREAS, the Transportation Committee was supportive of installing a new “STOP” sign on Blue Ridge Road, east of Beacon Hills Drive N; and

WHEREAS, the Transportation Committee was supportive of removing the existing “STOP” sign on Rockhurst Drive, north of Beacon Hills Drive S; and

WHEREAS, the Transportation Committee was supportive of removing the existing “STOP” sign on Cove Circle, south of Beacon Hills Drive S;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes that a “STOP” will be established on Blue Ridge Road and that the “STOP” signs on Rockhurst Drive and Cove Circle be removed.

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes and directs the Director of Public Works to install and remove said “STOP” signs within the Beacon Hills neighborhood.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-215 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Authorization to Install CROSSWALK Signs on Panorama Trail

WHEREAS, it is the Town of Penfield’s responsibility to promote and maintain public safety on roads within the Town of Penfield; and

WHEREAS, pursuant to the New York State Vehicle and Traffic Law, Section 1660, the Penfield Town Board is granted the authority to authorize the establishment of traffic control devices on Town highways within the Town of Penfield; and

WHEREAS, the Town of Penfield – Department of Public Works has received a request to install “CROSSWALK” signage on Panorama Trail, at the southern end of Huntington Meadow; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes that “CROSSWALK” signage will be established on both sides of Panorama Trail, at the southern end of Huntington Meadow; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes and directs the Director of Public Works to install said “CROSSWALK” signs to accommodate the connection between the sidewalks on Huntington Meadow and the sidewalks on the western side of Panorama Trail.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-216 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Authorization to Install CROSSWALK Signs on Clark Road

WHEREAS, it is the Town of Penfield’s responsibility to promote and maintain public safety on roads within the Town of Penfield; and

WHEREAS, pursuant to the New York State Vehicle and Traffic Law, Section 1660, the Penfield Town Board is granted the authority to authorize the establishment of traffic control devices on Town highways within the Town of Penfield; and

WHEREAS, the Town of Penfield – Department of Public Works has received a request to install “CROSSWALK” signage on Clark Road, at the northern end of Huntington Meadow; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes that “CROSSWALK” signage will be established on both sides of Clark Road, at the northern end of Huntington Meadow; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes and directs the Director of Public Works to install said “CROSSWALK” signs to accommodate the connection between the sidewalks on Huntington Meadow and the Shadow Pines Property (1950 Clark Road).

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-217 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Purchase of one Ventrac 4520Z Tractor with Blower Attachment

WHEREAS, the Director of Public Works desires to purchase one Ventrac 4520Z tractor with a blower attachment, from Sourcewell Contract # 031121-TTC, from MTE Equipment Solutions, Inc, 33 Thruway Park Drive, West Henrietta NY 14586, for a total cost of \$40,606.64; and

WHEREAS, total funds of \$40,606.64 for said purchase are available in the 2023 Parks Department Budget (A00-7110);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be, and hereby is, authorized to purchase said tractor with blower attachment.

Moved: _____

Seconded: _____

Vote:	Drawe	_____
	Kohl	_____
	Lee	_____
	Ockenden	_____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-218

DATE: November 1, 2023

BY Councilperson Lee

COMMITTEE: Public Works

NAME: Awarding a Contract for the 2024 Sidewalk Construction Program

WHEREAS, the Penfield Town Board funds an annual sidewalk construction program, promoting pedestrian accessibility and safety; and

WHEREAS, sealed proposals were sought and duly advertised for the installation of new and repair of existing sidewalks within the Town of Penfield; and

WHEREAS, on October 20, 2023 at 11:00 AM, EST the sealed proposals for said project were received, opened and read publicly by the Town Clerk; and

WHEREAS, the bid submitted by Hynes Concrete Co. Inc. was evaluated and was found to be the lowest bidder for the specified improvements and has met the town's bidding requirements for this project; and

NOW, THEREFORE, BE IT RESOLVED that the contract for the 2024 Sidewalk Construction be, and hereby is, awarded to Hynes Concrete on the unit price basis as submitted to the Town of Penfield, and

BE IT FURTHER RESOLVED, that said award is subject to the submission and approval of appropriate Bonds and Insurance, at which time the contractor is given the Notice to Proceed for this contract.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-219

DATE November 1, 2023

BY Councilwoman Lee

Public Works COMMITTEE

NAME: Roadway Dedications for 2023

WHEREAS, the following developers/owners have made application to the Highway Department of the Town of Penfield for the final dedication of town highways in the Town of Penfield as noted in the following and described more fully on the subdivision plat maps listed below, which have been approved by the board of jurisdiction, and have dedicated and released the necessary lands owned by them for the proposed highways:

104 Contractors – Rocco Pines Phase 2, the remaining portion of Robert Michaels Run.

The Arbors – Crossroads Village Trail and Times Square Place

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Town Board hereby accepts dedication of the roads or portions thereof, as described herein above, all in accordance with Section 171 of the Highway Law of the State of New York.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-220 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Purchase of a 2023 Chevrolet Silverado 4500HD with Insulated Bucket Service Body

WHEREAS, the Director of Public Works desires to purchase one 2023 Chevrolet Silverado 4500HD with 29 ft insulated end mount telescopic bucket service body, from NYSOGS Contract # PC69048, from DeNooyer Chevrolet, 127 Wolf Road, Albany NY, for a total cost of \$199,297.50; and

WHEREAS, funds for the purchase of said vehicle are available in the 2023 Facilities Department Budget (A00-1620) totaling \$125,000.00; and

WHEREAS, remaining funds of \$74,297.50 for said purchase are available in the 2023 adopted budget;

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be, and hereby is, authorized to purchase said vehicle.

BE IT FURTHER RESOLVED, that the Town Board approves the following transfer:

From	Amount	To	Amount
A00-1990-0004-4040 Regular Contingency	\$74,297.50	A00-1620-0002-2504 Facilities Light Duty Equipment	\$74,297.50

Moved: _____

Seconded: _____

Vote: Drawe _____

 Kohl _____

 Lee _____

 Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-221 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Awarding the Contract for the Exterior Stairwell Replacement at the Penfield Town Hall

WHEREAS, sealed bids were sought and requested in a manner prescribed by law to furnish the Department of Public Works with a service contract that would provide the Town of Penfield with general construction services associated with the replacement of the exterior stairwell at the Penfield Town Hall; and

WHEREAS, on October 27th, 2023 at 11:00am local time the following sealed bids were received, opened, and read publicly from the following list of suppliers:

- F.W. Construction Corp.
- Nuvista Designs General Contractors LLC
- James & Son Construction Co. Inc.

AND WHEREAS, F.W. Construction Corp was the lowest responsible and responsive bidder to meet the expectation and specifications of the bid package for a total cost of \$124,100; and

WHEREAS, the Town Board approves appropriation of \$124,100 from the Unassigned General Fund Balance as an amendment to the 2023 Facilities Department Budget (A00-1620) to fund this project in full;

NOW, THEREFORE, BE IT RESOLVED, that a contract be and hereby is awarded to: F.W. Construction Corp to provide general construction services associated with the replacement of the exterior stairwell at the Penfield Town Hall. This resolution and the bid submitted by F.W. Construction Corp shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

PENFIELD TOWN BOARD RESOLUTION NO. 23T-222 DATE: November 1, 2023

BY: Councilperson Lee

COMMITTEE: Public Works

NAME: Awarding the Contract for Interior Painting Services in the Library at the Penfield Community Center

WHEREAS, sealed bids were sought and requested in a manner prescribed by law to furnish the Department of Public Works with a service contract that would provide the Town of Penfield with interior painting services within the Library at the Penfield Community Center; and

WHEREAS, on October 27th, 2023 at 11:00am local time the following sealed bids were received, opened, and read publicly from the following list of suppliers:

- Westcraft Builders, Inc.
- Sierra Contractors Corp.
- CID LLC
- Seamless Decorating
- Nuvista Design General Contractors LLC

AND WHEREAS, CID LLC was the lowest responsible and responsive bidder to meet the expectation and specifications of the bid package for a total cost of \$33,180; and

WHEREAS, the Town Board approves appropriation of \$33,180 from the Unassigned General Fund Balance as an amendment to the 2023 Facilities Department Budget (A00-1620) to fund this project in full;

NOW, THEREFORE, BE IT RESOLVED, that a contract be and hereby is awarded to: CID LLC to provide interior painting services within the Library at the Penfield Community Center. This resolution and the bid submitted by CID LLC shall constitute the contract. This agreement to be reviewed and approved by the Town Attorney.

Moved: _____

Seconded: _____

Vote:

Drawe _____

Kohl _____

Lee _____

Ockenden _____

SIDEWALK BID TABULATION

Bid Opening: October 20, 2023

			Hynes Concrete	Espana Enterprise,LLC.	Millennium Construction	Ramsey Constructors	
	ITEM	UNIT	PRICE	PRICE	PRICE	PRICE	PRICE
1A	New sidewalk; standard grading	LF	\$ 53.00	\$ 117.50	\$ 175.00	\$ 215.00	
1B	New sidewalk; moderate grading	LF	\$ 60.00	\$ 276.50	\$ 210.00	\$ 400.00	
1C	New sidewalk; heavy grading	LF	\$ 66.00	\$ 376.50	\$ 245.00	\$ 475.00	
1D	Curb ramp	EA	\$ 1,000.00	\$ 500.00	\$ 7,500.00	\$ 2,000.00	
1E	gutter ramp	EA	\$ 900.00	\$ 500.00	\$ 7,500.00	\$ 5,600.00	
1F	ADA warning field (Stamped)	EA	\$ 400.00	\$ 350.00	\$ 1,000.00	\$ 2,600.00	
2A	Driveway binder	SF	\$ 4.75	\$ 7.00	\$ 10.00	\$ 33.00	
2B	Driveway top	SF	\$ 2.50	\$ 4.50	\$ 10.00	\$ 16.00	
2C	Additional Stone	TON	\$ 30.00	\$ 40.00	\$ 360.00	\$ 200.00	
3A	Topsoil	CY	\$ 60.00	\$ 80.00	\$ 150.00	\$ 200.00	
3B	Subsoil	CY	\$ 25.00	\$ 80.00	\$ 150.00	\$ 100.00	
4A	Sidewalk Repairs	LF	\$ 65.00	\$ 95.00	\$ 210.00	\$ 650.00	

Non-collusive bidding certification	X	X	X	X
Cert. of Nonsegregated Facilities	X	X	X	X
EEO Certification	X	X	X	X
Cert. of small & M/WBE Utilization	X	X	X	X
Section 3 Provisions	X	X	X	X

The Town of Penfield reserves the right to waive any informalities in bids, reject any or all bids, or award a contract to other than the low bidder.

No bid may be withdrawn for a period of thirty (30) days after the date set for the opening thereof and not any time prior to the opening of the bids.

The Town Board reserves the right to be sole judge of all equivalencies.

Exterior Stairwell Replacement at the Penfield Town Hall

Line Item	Contractor		
	F.W. Construction Corp	Nuvista Designs General Contractors LLC	James & Son Construction Co. Inc
Excavation, removal, and replacement of CMU walls/concrete cap	\$ 117,000.00	\$ 200,000.00	\$ 131,500.00
Removal and replacement of metal handrail	\$ 3,450.00	\$ 15,000.00	\$ 5,500.00
Removal and replacement of exterior metal doors	\$ 3,650.00	\$ 7,000.00	\$ 4,000.00
Total Cost	\$ 124,100.00	\$ 222,000.00	\$ 141,000.00

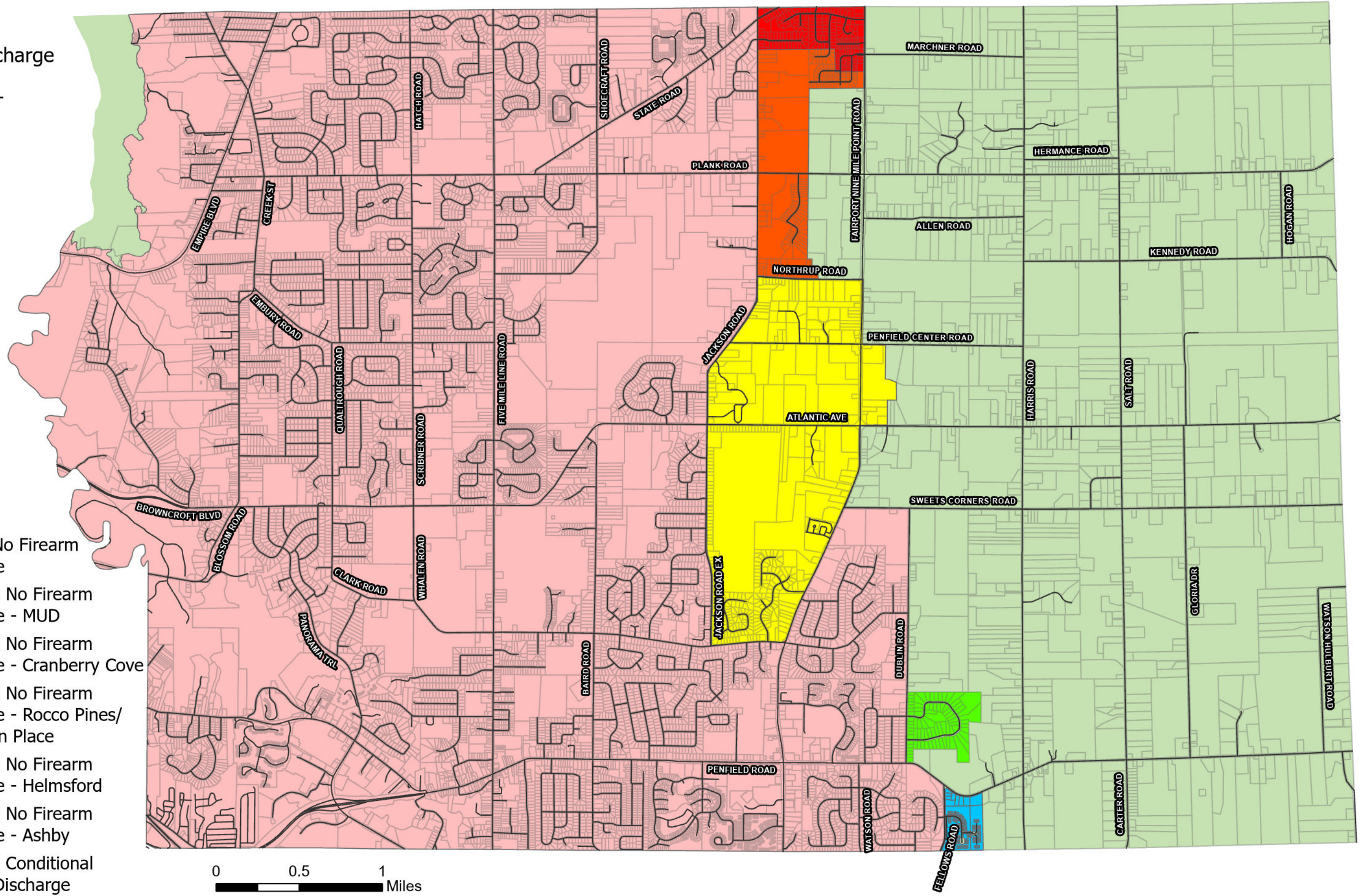
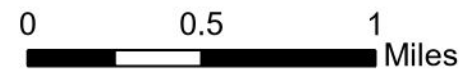
Bid Form	X	X	X
Statement by Bidder	X	X	X
Non-Collusive Bidding Certificate	X	X	X
Bid Acceptance Form	X	X	X
Previously Contracted by Town	X		
Anticipated start date	15 - 30 days from award	3/1/2024	3/4/2024

Firearm Discharge
Map
DRAFT



Legend

-  Current No Firearm Discharge
-  Proposed No Firearm Discharge - MUD
-  Proposed No Firearm Discharge - Cranberry Cove
-  Proposed No Firearm Discharge - Rocco Pines/Abbingtion Place
-  Proposed No Firearm Discharge - Helmsford
-  Proposed No Firearm Discharge - Ashby
-  Proposed Conditional Firearm Discharge



Interior Painting - Library at the Penfield Community Center

Line Item	Contractor				
	Westcraft Builders, Inc.	Sierra Contractors Corp.	CID LLC	Seamless Decorating	Nuvista Design General Contractors LLC
Painting of main library	\$ 45,000.00	\$ 10,000.00	\$ 13,500.00	\$ 25,670.00	\$ 150,000.00
Painting of office area	\$ 15,750.00	\$ 6,500.00	\$ 8,200.00	\$ 9,950.00	\$ 80,000.00
Painting of teen section	\$ 5,750.00	\$ 6,000.00	\$ 1,900.00	\$ 2,250.00	\$ 46,000.00
Painting of children's section	\$ 12,200.00	\$ 7,500.00	\$ 3,800.00	\$ 4,500.00	\$ 50,000.00
Painting of rear storage / employee breakroom section	\$ 6,500.00	\$ 5,500.00	\$ 4,800.00	\$ 3,850.00	\$ 35,000.00
Painting of Local History Room	\$ 4,150.00	\$ 5,000.00	\$ 980.00	\$ 2,400.00	\$ 10,000.00
Total Cost	\$ 89,350.00	\$ 40,500.00	\$ 33,180.00	\$ 48,620.00	\$ 371,000.00

Bid Form	X	X	X	X	X
Statement by Bidder	X	X	X	X	X
Non-Collusive Bidding Certificate	X	X	X	X	X
Bid Acceptance Form	X	X	X	X	X
Previously Contracted by Town				X	