



TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, NY 14526-9798

TOWN BOARD LEGISLATIVE AGENDA

Wednesday, March 4, 2026 6:30 PM

Supervisor Berry, presiding

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Communications and Announcements
- III. Public Hearing #1: To Consider a Proposed Local Law to Amend Chapter 220 (Vehicles and Traffic), Section 220-26 to add Two Stop Signs on Brentwood Drive at the Intersection with Willowhurst Drive

Public Hearing #2: To Consider a Proposed Local Law to Amend Town Code Chapter 220 (Vehicles and Traffic), Section 220-26 to add One Stop Sign on Kenmont Drive at the Intersection with Henderson Drive
- IV. Public Participation
- V. Additions and Deletions to Agenda
- VI. Approval of Minutes - February 4, 2026
- VII. Petitions
- VIII. Resolutions by Function

Law and Finance

- 26T-068 Authorization to Maintain Properties and Assess the Charges to the 2026 Property Tax Bills
- 26T-069 Director of Human Resources
- 26T-070 Appointment of Electrician
- 26T-071 Budget Transfers for General, Highway, Library, Sewer Funds
- 26T-072 2025 Budget Amendmts & Addtl. Appropriations for/from General Fund Balance, Highway, Library, Sewer & Lighting Fund
- 26T-073 Supervisor to Sign Hold Harmless Agreement for Chicken Coop in Sewer Easement at 14 Pine Brook Cir.
- 26T-074 Authorize Proposed Local Law to be introduced Electronically Via E-Mail

Public Works

- 26T-075 Authorizing the Purchase of one (1) 2026 Chevrolet Silverado EV 5WT
- 26T-076 Authorizing the Purchase of one (1) 2027 International HV607 6 Wheel Dump Truck with Plow, Wing and Salter
- 26T-077 Authorizing the Purchase of one (1) 2027 International HX620 10 Wheel Dump Truck with Plow, Wing and Salter
- 26T-078 Authorizing the Purchase of a RE50 Brush Cutter 75/85 G
- 26T-079 Authorization to Sign Municipal Agreement with NYS DOT for Snow and Ice Service (Agreement No.3)
- 26T-080 Authorization to Sign Municipal Agreement with NYS DOT for Snow and Ice Service (Agreement No.2)

TOWN BOARD LEGISLATIVE AGENDA

Public Safety

26T-081 Appointment to Energy & Environmental Conservation Committee (EECC)

Community Services

- IX. Old Business:
- X. New Business
- XI. Public Participation
- XII. Next Meeting: April 1, 2026
- 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. 26T-068

DATE: March 4, 2026

BY Councilperson Getz

Law and Finance Committee

NAME Authorization to Maintain Properties and Assess the Charges to the 2026 Property Tax Bills

WHEREAS, on December 16, 2015, the Town Board of the Town of Penfield adopted a resolution to enact Local Law #3 of 2015 entitled “A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS, ORDINANCES AND CERTAIN RESOLUTIONS OF THE TOWN OF PENFIELD INTO A MUNICIPAL CODE TO BE DESIGNATED THE CODE OF THE TOWN OF PENFIELD; and

WHEREAS, the purpose of the Code of the Town of Penfield includes, among other things, to provide for the safety, health protection and general welfare of persons and property in the Town of Penfield by requiring the maintenance of all such properties within the Town; and

WHEREAS, the property owners have failed to maintain such properties in accordance with the applicable code requirements, which is resulting in concerns for the safety, health protection and general welfare of surrounding persons and properties; and

WHEREAS, the town staff has continually requested the maintenance of such properties by the owners thereof with no result:

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Building/Code Compliance Inspector to have properties appropriately maintained; and

BE IT FURTHER RESOLVED, that the Town Board further authorizes that the cost of said maintenance and any necessary subsequent maintenance during the 2026 season also be charged to the 2027 property tax bill of such properties.

Moved: _____

Seconded: _____

Vote:

Berry	_____
Dean	_____
Getz	_____
Lang	_____
Teglash	_____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-069 DATE: March 4th, 2026

BY Councilperson Getz

COMMITTEE: Law & Finance

NAME Appointment of Director of Human Resources

WHEREAS, The Town of Penfield has a vacancy for HR Director (Budget Officer); and

WHEREAS, The Town Supervisor and Town Board have reviewed and considered all candidates who applied for this position; and

WHEREAS, all Monroe County Civil Service and Town of Penfield fair hiring procedures have been followed; and

NOW, THEREFORE, BE IT RESOLVED, that Amorette Miller, be given a probationary appointment as HR Director (Budget Officer) in the Human Resources Department at an annual salary established by the Town Board and in accordance with Town Policies effective March 18th, 2026.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-070 DATE: March 4th, 2026

BY Councilperson Getz

COMMITTEE: Law & Finance

NAME Appointment of Electrician

WHEREAS, The Town of Penfield has a vacancy for Electrician; and

WHEREAS, the Director of DPW and Town Supervisor have reviewed and considered all candidates who applied for this position; and

WHEREAS, all Monroe County Civil Service and Town of Penfield fair hiring procedures have been followed; and

NOW, THEREFORE, BE IT RESOLVED, that Michael Sekulski, be given a probationary appointment as Electrician in the Facilities Department at an annual salary established by the Town Board and in accordance with Town Policies effective March 16th, 2026.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

BY: Councilperson Getz COMMITTEE: Law and Finance

NAME: **Budget Transfers for the General, Highway, Library and Sewer Funds**

WHEREAS, the Town Board desires to have an up-to-date budget in relation to current income and expenditures,

NOW BE IT RESOLVED that the following 2025 budget transfers be approved:

From		Amount	To		Amount
A00-1110-0001-1011	TOWN COURT FULL TIME EMPLOYEE	\$ 3,200.00	A00-1110-0001-1012	TOWN COURT PART TIME EM	\$ 3,200.00
A00-1310-0001-1011	FINANCE FULL TIME EMPLOYEES	\$ 200.00	A00-1310-0001-1012	FINANCE PART TIME EMPLOY	\$ 200.00
A00-1330-0004-4032	CONTRACTUAL SERVICES	\$ 10,450.00	A00-1330-0001-1012	TAX RECEIVER PART TIME EM	\$ 10,450.00
A00-1330-0001-1011	TAX RECEIVER FULL TIME EMPLOYEE	\$ 500.00	A00-1330-0001-1012	TAX RECEIVER PART TIME EM	\$ 500.00
A00-1330-0004-4041	OFFICE SUPPLIES	\$ 700.00	A00-1330-0001-1013	TAX RECEIVER SEASONAL EM	\$ 700.00
A00-1330-0004-4046	OFFICE REPAIRS	\$ 100.00	A00-1330-0001-1013	TAX RECEIVER SEASONAL EM	\$ 100.00
A00-1355-0001-1011	ASSESSOR FULL TIME EMPLOYEES	\$ 2,600.00	A00-1355-0001-1012	ASSESSOR PART TIME EMPLC	\$ 2,600.00
A00-1355-0004-4077	CONFERENCES	\$ 600.00	A00-1355-0001-1012	ASSESSOR PART TIME EMPLC	\$ 600.00
A00-1430-0001-1012	HUMAN RESOURCES PART TIME EMP	\$ 10,000.00	A00-1430-0001-1011	HUMAN RESOURCES FULL TI	\$ 10,000.00
A00-1620-0003-3009	BUILDING EQUIPMENT/IMPROVEME	\$ 32,000.00	A00-1620-0004-4032	CONTRACTUAL SERVICES	\$ 32,000.00
A00-1620-0003-3005	REPLACE HVAC UNIT	\$ 13,300.00	A00-1620-0004-4027	HVAC SYSTEM MAINTENANC	\$ 13,300.00
A00-1620-0003-3009	BUILDING EQUIPMENT/IMPROVEME	\$ 5,400.00	A00-1620-0004-4063	TELEPHONE	\$ 5,400.00
A00-1620-0003-3009	BUILDING EQUIPMENT/IMPROVEME	\$ 24,000.00	A00-1620-0004-4023	MAINTENANCE ACTIVITY	\$ 24,000.00
A00-3410-0001-1012	FIRE MARSHAL PART TIME EMPLOYEE	\$ 200.00	A00-3410-0001-1011	FIRE MARSHAL FULL TIME EM	\$ 200.00
A00-3510-0001-1011	ANIMAL CONTROL FULL TIME EMPLC	\$ 3,700.00	A00-3510-0001-1013	ANIMAL CONTROL SEASONA	\$ 3,700.00
A00-5010-0001-1012	HIGHWAY ADMIN PART TIME EMPLO	\$ 5,000.00	A00-5010-0001-1011	HIGHWAY ADMIN FULL TIME	\$ 5,000.00
A00-6772-0001-1012	PROGRAMS FOR SENIORS PART TIME	\$ 2,000.00	A00-6772-0001-1011	PROGRAMS FOR SENIORS FL	\$ 2,000.00
A00-7020-0001-1013	SEASONAL EMPLOYEES	\$ 3,300.00	A00-7020-0001-1011	RECREATION ADMIN FULL TI	\$ 3,300.00
A00-7020-0001-1013	SEASONAL EMPLOYEES	\$ 3,300.00	A00-7020-0001-1012	RECREATION ADMIN PART TI	\$ 3,300.00
A00-7111-0001-1012	SECURITY PART TIME EMPLOYEES	\$ 2,000.00	A00-7111-0001-1013	SECURITY SEASONAL EMPLO	\$ 2,000.00
A00-7140-0001-1013	PLAYGROUNDS/YOUTH SEASONAL E	\$ 1,500.00	A00-7140-0001-1011	PLAYGROUNDS/YOUTH FULL	\$ 1,500.00
A00-7140-0001-1013	PLAYGROUNDS/YOUTH SEASONAL E	\$ 1,600.00	A00-7140-0001-1014	PLAYGROUND/YOUTH OVERT	\$ 1,600.00
A00-7510-0001-1012	HISTORIAN PART TIME EMPLOYEES	\$ 300.00	A00-7510-0001-1013	HISTORIAN SEASONAL EMPL	\$ 300.00
A00-6772-0004-4044	PROGRAMS FOR THE AGING	\$ 6,736.00	A00-7140-0004-4021	JUDO	\$ 6,736.00
A00-8989-0001-1014	PCTV OVERTIME	\$ 200.00	A00-8989-0001-1013	PCTV SEASONAL EMPLOYEES	\$ 200.00
DA0-5110-0001-1011	HIGHWAY FULL TIME EMPLOYEES	\$ 3,000.00	DA0-5110-0001-1014	HIGHWAY OVERTIME	\$ 3,000.00
L00-7410-0001-1001	CERTIFIED LIBRARIANS	\$ 900.00	L00-7410-0001-1002	CERTIFIED STAFF	\$ 900.00
L00-9060-0008-8001	HOSPITAL-MEDICAL INS.	\$ 300.00	L00-9055-0008-8000	DISABILITY INSURANCE	\$ 300.00
S10-9060-0008-8001	HOSPITALIZATION-MEDICAL BENF.	\$ 70.00	S10-9055-0008-8000	DISABILITY	\$ 70.00

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-072 DATE: 3/4/2026

BY: Councilperson Getz COMMITTEE: Law and Finance

NAME: **Authorization of 2025 Budget Amendments and Additional Appropriations for from the General Fund Balance, Highway Fund, Library Fund, Sewer Fund and Lighting Fund.**

WHEREAS, the Town Board desires to have a 2025 budget that ensures the continued provision of services for Penfield residents; and

WHEREAS, additional appropriations and budget adjustments have been identified as necessary to satisfy the needs of the Town;

NOW BE IT RESOLVED that the following 2025 budget amendments and additional budget appropriations be approved:

GL ACCOUNT	DESCRIPTION	CURRENT BUDGET	PROPOSED	VAR.
A00-5132-0004-4061	ROCH GAS & ELECTRIC	\$ 25,000.00	\$ 32,225.00	\$ 7,225.00
A00-7510-0004-4071	DUES	\$ 298.00	\$ 450.00	\$ 152.00
S20-9710-0007-7019	EXT#19 PUMP STATION	\$ 5,570.00	\$ 5,571.00	\$ 1.00
S20-9710-0007-7020	QUALTROUGH ROAD SEWER PROJECT	\$ 417.00	\$ 418.00	\$ 1.00
TOTAL				\$ 7,379.00

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

REVISED

PENFIELD TOWN BOARD RESOLUTION NO. 26T- 073 DATE: March 4, 2026

BY: Councilperson Getz

COMMITTEE: Law and Finance

NAME: Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Chicken Coop Within a Sanitary Sewer Easement at 14 Pine Brook Circle – SBL#140.01-1-15.007

~~BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Supervisor to sign a License and Hold Harmless Agreement with Alan and Kristen Sikora, owners of property of 19 McKenna Trail, to permit a portion of a pool fence to encroach into the sanitary sewer easement to the Town of Penfield located at 19 McKenna Trail in a form and substance acceptable to the Town Attorney.~~

BE IT RESOLVED, that the Town Board of the Town of Penfield hereby authorizes the Supervisor to sign a License and Hold Harmless Agreement with Amanda and Jonathon Henderson, owners of property of 14 Pine Brook Circle, to permit a portion of a chicken coop to encroach into the sanitary sewer easement to the Town of Penfield located at 14 Pine Brook Circle in a form and substance acceptable to the Town Attorney.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T- 074 DATE: March 4, 2026

BY: Councilperson Getz

COMMITTEE: Law and Finance

NAME: Authorizing Proposed Local Laws to Be Introduced Electronically Via E-mail

WHEREAS; New York State Municipal Home Rule Law, Chapter 36-A, Article 3, Section 20 outlines the procedures for adoption of local laws by a municipal legislative body; and

WHEREAS, under Section 20, a proposed local law may be introduced by a member of the legislative body at a meeting of such body or as otherwise prescribed in the rules of procedure adopted by the legislative body; and

WHEREAS, NYS Law further provides that the final form of the local law may be delivered electronically to members of the Town Board provided that each board member has an e-mail address that is published on the Town Clerk’s bulletin board and a resolution authorizing such delivery has been adopted unanimously by the legislative body.

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes proposed local laws to be introduced by a town board member electronically using the town-issued e-mail addresses; and

BE IT FURTHER RESOLVED, the Town Board authorizes electronic delivery of the final form of the proposed local law in accordance with Section 20 of NYS Municipal Home Rule Law.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T- 075

DATE: March 4, 2026

BY: Councilperson Lang

COMMITTEE: Public Works

NAME: Purchase of one 2026 Chevrolet Silverado EV 5WT

WHEREAS, the Director of Public Works desires to purchase one Gray 2026 Chevrolet Silverado EV 5WT, with (GM) Hard Tri Fold Tonneau cover, Front and Rear strobes from Franklin County piggyback Contract #25-1029-01, from DeNooyer Chevrolet, 127 Wolf Road, Albany NY, for a total cost of \$71,899.20; and

WHEREAS, total funds of \$71,899.20 for said purchase are budgeted in the 2026 Building Department Budget (AOO-3620) for said vehicle;

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

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-076

DATE: March 4 , 2026

BY: Councilperson Lang

COMMITTEE: Public Works

NAME: Authorizing the Purchase of One (1) 2027 International HV607 6 Wheel Dump Truck with Plow, Wing and Salter

WHEREAS, the Director of Public Works desires to purchase one 2027 International HV607 SBA (HV607) cab and chassis truck with dump body, plow, wing and salter, from Onondaga County piggyback Contract #10914, Proposal # 18454-01 from Regional International Corporation, 1007 Lehigh Station Road, Henrietta NY 14467, for a cost of \$287,389.07; and

WHEREAS, total funds of \$287,389.07 for said purchase are budgeted in the 2026 Highway Department Budget (DA0-5130);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be, and hereby is, authorized to purchase said truck with dump body, salter, plow, and wing attachment.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-077

DATE: March 4 , 2026

BY: Councilperson Lang

COMMITTEE: Public Works

NAME: Authorizing the Purchase of One (1) 2027 International HX620 10 Wheel Dump Truck with Plow, Wing and Salter

WHEREAS, the Director of Public Works desires to purchase one 2027 International HX620 SBA (HX620) cab and chassis truck with dump body, plow, wing and salter, from Onondaga County piggyback Contract #10914, Proposal # 18454-01 from Regional International Corporation, 1007 Lehigh Station Road, Henrietta NY 14467, for a cost of \$336,916.81; and

WHEREAS, total funds of \$336,916.81 for said purchase are budgeted in the 2026 Highway Department Budget (DA0-5130);

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works be, and hereby is, authorized to purchase said truck with dump body, salter, plow, and wing attachment.

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T- 078 DATE: March 4, 2026

BY: Councilperson Lang

COMMITTEE: Public Works

NAME: Purchase of a RE50 Brush Cutter 75/85 G

WHEREAS, the Director of Public Works desires to purchase one RE50 Brush Cutter 75/85 G. From Sourcewell Contract #011723-JDC, Quote # 1470634 from Five Star Equipment Inc, 60 Paul Road, Rochester NY 14624, for a cost of \$14,989.44; and

WHEREAS, total funds of \$14,989.44 for said purchase are budgeted in the 2025 Highway Department Budget (DAO-5130).

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

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-079 DATE: March 4, 2026

BY: Councilperson Getz

COMMITTEE: Public Works

NAME: Authorization to sign a Conventional Sum Municipal Agreement for Snow and Ice Control Services between the Town of Penfield and New York State Department of Transportation

WHEREAS, the New York State Department of Transportation “DOT” owns, operates, and maintains a highway system in the Town of Penfield: and

WHEREAS, the State DOT desires to extend an agreement with the Town for snow removal and for salting and treating State roads for the purpose of removing the danger of snow and ice: and

WHEREAS, the Town has appropriate snow and ice removal equipment and sufficient snow and ice control personnel to contract with the State DOT for snow and ice control services; and

WHEREAS, The Town entered into a conventional sum municipal agreement with the DOT for the dates July 1, 2021 through June 30,2026; and

WHEREAS, the costs of providing the service under the agreement have increased; and

WHEREAS, the parties have agreed to enter into supplemental agreements to amend the amounts to be paid.

NOW, THEREFORE BE IT RESOLVED, that the Supervisor be and hereby is authorized to sign and execute the annexed Supplemental Agreement No.2 to contract No. D104898. This agreement to be reviewed and approved by the Town Attorney.

Moved: _____

Seconded: _____

Vote: Berry _____
Dean _____
Getz _____
Lang _____
Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-080 DATE: March 4, 2026

BY: Councilperson Getz

COMMITTEE: Public Works

NAME: Authorization to sign a Conventional Sum Municipal Agreement for Snow and Ice Control Services between the Town of Penfield and New York State Department of Transportation

WHEREAS, the New York State Department of Transportation “DOT” owns, operates, and maintains a highway system in the Town of Penfield: and

WHEREAS, the State DOT desires to extend an agreement with the Town for snow removal and for salting and treating State roads for the purpose of removing the danger of snow and ice: and

WHEREAS, the Town has appropriate snow and ice removal equipment and sufficient snow and ice control personnel to contract with the State DOT for snow and ice control services; and

WHEREAS, The Town entered into a conventional sum municipal agreement with the DOT for the dates July 1, 2021 through June 30,2026; and

WHEREAS, the costs of providing the service under the agreement have increased; and

WHEREAS, the parties have agreed to enter into supplemental agreements to amend the amounts to be paid.

NOW, THEREFORE BE IT RESOLVED, that the Supervisor be and hereby is authorized to sign and execute the annexed Supplemental Agreement No.3 to contract No. D104898. This agreement to be reviewed and approved by the Town Attorney.

Moved: _____

Seconded: _____

Vote: Berry _____
Dean _____
Getz _____
Lang _____
Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 26T-081

DATE March 4, 2026

BY: Councilperson Dean

COMMITTEE: Public Safety

NAME: Appointment to the Energy & Environmental Conservation Committee (EECC)

BE IT HEREBY RESOLVED, that the following be appointed to the Energy & Environmental Conservation Committee for a term to expire December 31, 2026:

Member: Kenneth Crine

Moved: _____

Seconded: _____

Vote:

Berry _____

Dean _____

Getz _____

Lang _____

Teglash _____

Contract No.: D014898
Supplemental Agreement No. 2
Date Prepared: _____

SUPPLEMENTAL AGREEMENT No. 2 to Contract No. D014898

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State"); and the

TOWN OF PENFIELD ("Municipality")
Acting by and through the _____.

This amends the existing Municipal Snow and Ice Agreement between the parties in the following respects only (*check all that apply*):

- Amending the contract end date ONLY
- Amending the number of lane miles/specific roads covered under Paragraphs 7 and 9 of the Original Agreement (revised map attached)
- Amending the estimated expenditure for the 24/25 season by:
 - adding funding due to exceeding the Estimated Expenditure for the above-mentioned season (required Amendment B attached with a copy of the final snow & ice voucher, if applicable)
 - adding funding to adjust the Estimated Expenditure to account for increases in labor, materials, equipment, and/or overall costs, per the terms in Paragraphs 9 and 10 in the Original Agreement (Adjustment Worksheet and Municipal Resolution attached)
- Extending the Agreement attached hereto and incorporated herein for an additional 5-year period (Extension No. ____ of a maximum of 3)
- Amends a previously adopted Agreement by replacing the Appendix A dated October 2019 with the Appendix A dated June 2023
- Other: _____

Contract No.: D014898
Supplemental Agreement No.: 2
Date Prepared: _____

IN WITNESS THEREOF, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY:

By: _____
For Commissioner of Transportation

By: _____

Date: _____

Print Name: _____

Title: _____

STATE OF NEW YORK

)ss.:

COUNTY OF ____

On this _____ day of _____, 20____ before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipality described in and which executed the above instrument; that it was executed by order of the _____ of said Municipality pursuant to a resolution that was duly adopted on _____ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

Notary Public

APPROVED AS TO FORM
STATE OF NEW YORK ATTORNEY GENERAL

APPROVAL BY NYS COMPTROLLER'S OFFICE

By: _____

By: _____

**NYSDOT MUNICIPAL SNOW AND ICE AGREEMENT AMENDMENT B
FOR TIME & MATERIALS (CONVENTIONAL) AGREEMENTS**

Contract #	Municipality	Ext. Season	Region #
D014898	Town of Penfield	2024-25	4
Contract Term			7/1/2021 – 6/30/2026

**AMENDMENT TO CHANGE THE ESTIMATED EXPENDITURE
FOR SNOW & ICE AGREEMENT**

Due to the severity of the winter during the 2024/25 season, the MUNICIPALITY requests that the Municipal Snow and Ice Agreement estimated expenditure be revised to reflect the additional lane miles of state roads that were plowed/treated during the winter season. All the terms and conditions of the original contract extension remain in effect except as follows:

ADDITIONAL S&I OPERATIONS		
Original 2024/25 Estimated Expenditure	Final Snow & Ice Voucher Total	Adjustment ¹
\$194,005.07	\$353,118.02	\$159,112.95
Adjustment ¹ = Final Snow & Ice Voucher Total – Original 2024/25 Estimated Expenditure		
TOTAL CONTRACT ADJUSTMENTS		
Final Snow & Ice Voucher Total	Amount Paid for 2024/25 Season*	Contract Adjustment
\$353,118.02	\$194,005.07	\$159,112.95
Contract Adjustment = Final Snow & Ice Voucher Total – Amount Paid for 2024/25 Season		

Encumbered balance of \$194,005.07 being disbursed. Remaining balance of \$159,112.95 to be disbursed upon OSC approval of Amendment B

IN WITNESS WHEREOF, this agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER OF TRANSPORTATION and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first written in the original contract extension.

Contract No.: D014898
Supplemental Agreement No.: 3
Date Prepared: _____

SUPPLEMENTAL AGREEMENT No. 3 to Contract No. D014898

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State"); and the

TOWN OF PENFIELD ("Municipality")
Acting by and through the _____.

This amends the existing Municipal Snow and Ice Agreement between the parties in the following respects only (*check all that apply*):

- Amending the contract end date ONLY
- Amending the number of lane miles/specific roads covered under Paragraphs 7 and 9 of the Original Agreement (revised map attached)
- Amending the estimated expenditure for the 25/26 season by:
 - adding funding due to exceeding the Estimated Expenditure for the above-mentioned season (required Amendment B attached with a copy of the final snow & ice voucher, if applicable)
 - adding funding to adjust the Estimated Expenditure to account for increases in labor, materials, equipment, and/or overall costs, per the terms in Paragraphs 9 and 10 in the Original Agreement (Adjustment Worksheet and Municipal Resolution attached)
- Extending the Agreement attached hereto and incorporated herein for an additional 5-year period (Extension No. ____ of a maximum of 3)
- Amends a previously adopted Agreement by replacing the Appendix A dated October 2019 with the Appendix A dated June 2023
- Other: _____

Contract No.: D014898
Supplemental Agreement No.: 3
Date Prepared: _____

IN WITNESS THEREOF, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY:

By: _____
For Commissioner of Transportation

By: _____

Date: _____

Print Name: _____

Title: _____

STATE OF NEW YORK

)ss.:

COUNTY OF ____

On this _____ day of _____, 20____ before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipality described in and which executed the above instrument; that it was executed by order of the _____ of said Municipality pursuant to a resolution that was duly adopted on _____ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

Notary Public

APPROVED AS TO FORM
STATE OF NEW YORK ATTORNEY GENERAL

APPROVAL BY NYS COMPTROLLER'S OFFICE

By: _____

By: _____

NYSDOT MUNICIPAL SNOW & ICE CONTRACTS		
Estimated Expenditure Calculation/Adjustment Worksheet For Time & Materials S&I Agreements		
MUNICIPALITY :	TOWN OF PENFIELD	
CONTRACT :	D014898	
CURRENT CONTRACT PERIOD :	2021-2026	
SEASON:	2025/26	CONTRACT LM: 84.3
2024/25 Actual Final	\$353,118.02	
2023/24 Actual Final	\$162,029.14	
2022/23 Actual Final	\$159,629.82	
3- YEAR AVERAGE (2025/26 Estimated Expenditure	\$224,925.66	
A: Base Estimated Expenditure (See Note 1)	\$224,383.58	
B: 2025/26 Estimated Expenditure:	\$224,925.66	
C: Difference (B minus A)	\$542.08	
Note 1: Base Estimated Expenditure refers to the amount that was provided for the first season under the current contract period		
Reviewed/Approved By:	Signatures Below:	
For Municipality:		
DOT Resident Engineer:		
DOT Snow & Ice Program Manager:		