



TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, NY 14526-9798

TOWN BOARD LEGISLATIVE AGENDA

Wednesday, September 3, 2025 6:30 PM

Supervisor Leenhouts, presiding

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Budget Officer's Message and Information Presentation on the 2026 Tentative Budget
- III. Communications and Announcements
- IV. Public Participation
- V. Additions and Deletions to Agenda
- VI. Approval of Minutes - August 6, 2025
- VII. Petitions
- VIII. Resolutions by Function

Law and Finance

- 25T-137 Setting Public Hearing on 2026 Preliminary and Special Districts Budget
- 25T-138 Hold Harmless Agreement for pool fence at 19 McKenna Trl.
- 25T-139 Hold Harmless Agreement for pool fence at 38 Walnut Hill Dr.
- 25T-140 Appointment of Assessor

Public Works

- 25T-141 LaSalle's Landing Comfort Station Waterfront Consistency Review
- 25T-142 Authorize NYS Authority to Adjust and Maintain Streetlights per Contract
- 25T-143 Authorize NYS Authority to Adjust and Maintain Sewer Manholes per Contract
- 25T-144 Authorization to Auction Surplus Equipment on Oct.24, 2025

Public Safety - None

Community Services

- IX. Old Business
- X. New Business
- XI. Executive Session
- XII. Next Meeting: October 1, 2025
- 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. 25T- 137 DATE: September 3, 2025

BY: Councilperson Lee

COMMITTEE: Law and Finance

NAME **Setting Public Hearing on 2026 Preliminary and Special Districts Budget**

BE IT RESOLVED that a public hearing on the proposed Town of Penfield 2026 Preliminary Budget and the 2026 Special Districts Budget be held on Wednesday, October 1, 2025, at 6:30 PM at the Penfield Town Hall, and that all persons wishing to be heard be given an opportunity at that time;

NOW THEREFORE BE IT FURTHER RESOLVED that the Town Clerk cause a notice of the public hearing to be published in the official newspaper at least ten days prior to the hearing, and

BE IT FURTHER RESOLVED that the legal notice shall also list a summary of the 2026 Budget as required by law and contain a statement that a copy of the Preliminary Budget will be available at the office of the Town Clerk at 3100 Atlantic Avenue, where any interested person may inspect it during office hours on or after September 17, 2025. A copy of the 2026 Preliminary Budget will also be available at the Public Library at 1985 Baird Road as well as online @penfield.org.

Moved: _____

Seconded: _____

Vote:

Berry _____

Lee _____

Leenhouts _____

Ockenden _____

Teglash _____

PENFIELD TOWN BOARD RESOLUTION NO. 25T-138

DATE: 09/03/2025

BY: Councilperson Lee

COMMITTEE: Law and Finance

NAME: Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Pool Fence Within a Sanitary Sewer Easement at 19 McKenna Trail – SBL#109.04-6-62

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.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

PENFIELD TOWN BOARD RESOLUTION NO. 25T-139

DATE: 09/03/2025

BY: Councilperson Lee

COMMITTEE: Law and Finance

NAME: Authorization for Supervisor to Sign a License and Hold Harmless Agreement to Allow a Pool Fence Within a Storm Sewer Easement at 38 Walnut Hill Drive – SBL#094.17-1-55

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 Richard and Janell Falvo, owners of property of 38 Walnut Hill Drive, to permit a portion of a pool fence to encroach into the storm sewer easement to the Town of Penfield located at 38 Walnut Hill Drive in a form and substance acceptable to the Town Attorney.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

PENFIELD TOWN BOARD RESOLUTION NO. 25T-140 Date: September 3, 2025

BY: Councilperson Lee

Committee: Law & Finance

Name: **Appointment of Assessor**

BE IT RESOLVED, that the Town Board of the Town of Penfield hereby appoints Pamela Post as Town Assessor for a term of six (6) years commencing on October 1, 2025 and ending on September 30, 2031 in accordance with Section 310 of the New York State Real Property Tax Law, at an annual salary established by the Town Board.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

PENFIELD TOWN BOARD RESOLUTION NO. 25T- 141 DATE: September 3, 2025

BY: Councilperson Ockenden

COMMITTEE: Public Works

NAME: LaSalle's Landing Comfort Station Waterfront Consistency Review

WHEREAS, the Town Board authorized the design contract for the LaSalle's Landing Comfort Station (25T-077), which is located within the Town's Local Waterfront Revitalization Program (LWRP) boundary and subject to compliance with Waterfront Consistency Review contained in Chapter 232 (Waterways) of the Penfield Town Code; and

WHEREAS, the project was classified as a Type II Action under State Environmental Quality Review Act (SEQRA) and no further environmental analysis is required; and

WHEREAS, the proposed project had to be evaluated for consistency with the Town's LWRP and the associated Waterfront Assessment Form ("the form") was prepared and provided to the Town Board; and

WHEREAS, the Town Board reviewed the form and concurs with the determination that the proposed project conforms with the applicable LWRP policies, as outlined in a review memo to the Town Board dated August 15, 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board finds the action is consistent with the LWRP and authorizes the Town Supervisor to sign the consistency review memo and conclude the Waterfront Consistency Review process.

Moved: _____

Seconded: _____

Vote:

Berry _____

Lee _____

Leenhouts _____

Ockenden _____

Teglash _____



TOWN OF PENFIELD

3100 Atlantic Avenue, Penfield, New York 14526-9798

TO: Penfield Town Board
FROM: Kerry Ivers, Director of Developmental Services
DATE: August 15, 2025
RE: **Waterfront Consistency Review for LaSalle's Landing Comfort Station**

Project Description:

Construction of a new restroom facility with attached open-air pavilion, located at the Town's LaSalle's Landing Park at 1140 Empire Blvd, Rochester, NY 14609.

Waterfront Consistency Review

Pursuant to the requirements set forth in 232-5 (Review of actions), the Town has reviewed the proposed action and finds it to be consistent with the applicable LWRP policy standards.

Policy 1: foster a pattern of development in the waterfront area that enhances the community character, preserves open space, makes efficient use of infrastructure, makes beneficial use of a waterfront location, and minimizes adverse effects of development.

The bathroom facility will be sited to utilize access from the existing park entrance drive; utilities needed to support the building are readily available at the nearby ROW.

Policy 2: preserve historic resources of the waterfront area.

There are no historic resources specific to this site, as it is a largely undeveloped piece of land on the waterfront.

Policy 3: enhance visual quality and protect scenic resources throughout the waterfront area.

The building orientation will minimize disruption of views of the building. The open-air pavilion will be sited to maximize waterfront views.

Policy 4: minimize loss of life, structure, and natural resources from flooding and erosion.

The project is located outside of the 100-year floodplain area and is being sited to minimize impacts on nearby natural features (e.g., state-regulated wetlands). Permitting through NYSDEC and USACE will help ensure protection of natural features.



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Policy 5: protect and improve water quality and supply.

The project's design will conform with the NYS Stormwater design requirements as well as the Town's Design and Construction Specifications.

Policy 6: protect and restore the quality and function of the ecosystem.

The location of the project is away from natural features and will not disrupt any significant natural habitats.

Policy 7: protect and improve air quality in the waterfront area.

No impacts to air quality are associated with this proposed development.

Policy 8: minimize environmental degradation in the waterfront area from solid waste and hazardous substances and waste.

Wastes associated with the use of a public restroom will be managed by the Town's facilities staff. No negative impacts are anticipated.

Policy 9: provide for public access to, and recreational use of, the waterway, public lands, and public resources of the waterfront area.

There are no public restroom facilities, beyond a portable bathroom device, at this park. A permanent, year-round restroom will encourage park users to enjoy longer stays, especially for families with younger and older adults.

Policy 10: protect water-dependent and water-enhanced uses and promote siting of these uses in suitable locations.

Enhances water-dependent uses by providing a publicly available restroom for users of the Bay.

Policy 11: promote sustainable use of living aquatic resources.

No impacts to aquatic resources are associated with the project.

Policy 12: protect agricultural lands.

Not applicable in this project as there are no agricultural lands on or near the project site.



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Policy 13: promote appropriate use and development of energy and mineral resources.
Not applicable in this project as there are no energy and mineral resources involved.

On behalf of the Town of Penfield Town Board, I hereby acknowledge and accept the above Waterfront Consistency Review memo.

Supervisor's Signature

Date

PENFIELD TOWN BOARD RESOLUTION NO. 25T- 142 DATE: September 3, 2025

BY: Councilperson Ockenden

COMMITTEE: Public Works

NAME: Granting the State of New York Authority to Perform the Adjustment of Streetlights for the Owner and Agreeing to Maintain Facilities Adjusted Via State-let Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of resurfacing of NY 286 from the City of Rochester to Qualtrough Road, Town of Brighton and Penfield, Monroe County, P.I.N. 4286.13; and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation of streetlights and related appurtenances as depicted in the contract plans, per attached Utilities Special Note Ref 8A, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Note relating to the project and meeting the requirements of the owner; and

WHEREAS, the service life of the relocated and/or replaced utilities has not been extended; and

WHEREAS, the State will provide for the reconstruction of the above-mentioned work, as shown on the contract plans and Utility Special Notes, relating to the above-mentioned project. and

NOW, THEREFORE,

BE IT RESOLVED, that the Town of Penfield Department of Public Works approves of the above-mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Penfield Department of Public Works will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans; and

BE IT FURTHER RESOLVED, that the Town Supervisor has the authority to sign, with the concurrence of the Penfield Town Board, any and all documentation that may become necessary as a result of this project as it relates to the Town of Penfield Department of Public Works, and

BE IT FURTHER RESOLVED, That the Town of Penfield Department of Public Works is hereby directed to transmit two (2) certified copies of the foregoing resolution to the New York State Department of Transportation.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

PENFIELD TOWN BOARD RESOLUTION NO. 25T- 143 DATE: September 3, 2025

BY: Councilperson Ockenden

COMMITTEE: Public Works

NAME: Granting the State of New York Authority to Perform the Adjustment of Sewer Manholes for the Owner and Agreeing to Maintain Facilities Adjusted Via State-let Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of resurfacing of NY 286 from the City of Rochester to Qualtrough Road, Town of Brighton and Penfield, Monroe County, P.I.N. 4286.13; and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation of sewer manholes and related appurtenances as depicted in the contract plans, per attached Utilities Special Note Ref 9A, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Note relating to the project and meeting the requirements of the owner; and

WHEREAS, the service life of the relocated and/or replaced utilities has not been extended; and

WHEREAS, the State will provide for the reconstruction of the above-mentioned work, as shown on the contract plans and Utility Special Notes, relating to the above-mentioned project. and

NOW, THEREFORE,

BE IT RESOLVED, that the Town of Penfield Department of Public Works Sewer Department approves of the above-mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Penfield Department of Public Works Sewer Department will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans; and

BE IT FURTHER RESOLVED, that the Town Supervisor has the authority to sign, with the concurrence of the Penfield Town Board, any and all documentation that may become necessary as a result of this project as it relates to the Town of Penfield Department of Public Works Sewer Department , and

BE IT FURTHER RESOLVED, That the Town of Penfield Department of Public Works Sewer Department is hereby directed to transmit two (2) certified copies of the foregoing resolution to the New York State Department of Transportation.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"

In addition to requirements and/or explanations contained in Sections 102-02, 102-03, 103-05, 105-06 and 107-05 of the Standard Specifications, the Contractor is advised of the following:

All known public, private or municipal utility lines within or adjacent to the site of the work, are shown in the existing approximate locations on the project plans. The Contractor is cautioned that these locations are not guaranteed; nor is there a guarantee that all such lines in existence have been shown on the plans.

The Contractor shall conduct construction operations so as to prevent damage to utility facilities. The Contractor shall make such explorations as may be necessary to determine the dimensions and locations of lines that may be subject to damage. Notification to the various owners of facilities shall be given in accordance with New York State Industrial Code 753.

Further information concerning utilities located underground is available from www.udign.org or by calling "811" (or 1-800-962-7962) before performing any excavation work. The Contractor shall conduct construction operations in accordance with all OSHA rules and regulations and in accordance with New York State Labor Law, Section 202-h, "The High Voltage Proximity Act".

The Contractor shall satisfy himself as to the exact location of utility lines and shall protect and support in a suitable manner, all utilities encountered during work. It shall be the Contractor's responsibility to take necessary precautions to prevent interference with or damage to utilities or other facilities during the course of construction. In the event the Contractor damages an existing utility service causing an interruption in said service, the Contractor shall immediately arrange for service to be restored at the Contractor's expense and may not continue the construction operation until service is restored, unless otherwise directed by the Engineer-In-Charge.

The Contractor specifically agrees that they have included in their unit prices and lump sum prices, bid for the various items of the contract, any additional cost of doing the work under this contract because of the fact that they may not have a clear site for the work and because of interference of the roadway use by the utilities and the necessity or desirability of opening certain sections of pavement to traffic before the entire work is completed.

The Contractor shall provide any clearing/grubbing and survey/stakeout operations necessary to facilitate the completion of the required utility relocation work.

The Contractor must coordinate the schedule of operations with the various owners and/or municipalities involved with the project and shall verify such information found in the contract documents.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**GENERAL CONCEPT OF UTILITY RELOCATIONS:**

To construct the project, adjustments/relocations to utilities will be required as listed below.

Adjustments/Relocations to be performed **BY THE UTILITIES:**

Ref 1B	Rochester Gas & Electric - Electric	Verify/relocate approx. twelve (12) poles in conflict, six (6) underground electric cables and adjust elevation of approx. five (5) manhole covers. Alter approx. three (3) streetlights.
Ref 2B	Crown Castle Communications	Transfer cables on approx. five (5) poles, raise one (1) pole and relocate approx. four (4) underground fiber lines.
Ref 3B	Greenlight Networks	Transfer cables on approx. one (1) pole.
Ref 4B	Charter Communications	Transfer cables on approx. eight (8) poles, raise cables on two (2) poles.
Ref 5B	Verizon Wireless	Transfer cables on approx. two (2) poles.
Ref 6B	Frontier Communications	Transfer cables on approx. seven (7) poles, and remove old poles.
Ref 7B	Rochester Gas & Electric - Gas	Relocate approx. three (3) gas mains locations, four (4) gas services and alter elevation of four (4) gas valves.

Adjustments/Relocations to be performed **BY THE CONTRACTOR:**

Ref 8A	Town of Penfield DPW-Lighting	Replace approx. three (3) streetlights.
Ref 9A	Town of Penfield DPW-Sanitary	Adjust the elevation of approx. five (5) sanitary manholes.
Ref 10A	Town of Brighton DPW-Sanitary	Adjust the elevation of approx. two (2) sanitary manholes.
Ref 11A	Monroe County Department of Transportation	Relocate/replace interchange streetlights.
Ref 12A	Monroe County Water Authority	Relocate approx. one (1) 8" CI water main, two (2) water valves, exercise caution around one (1) 8" CI water main, adjust elevation of approx. eight (8) water valves.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**Rochester Gas & Electric - Electric (RG&E-E)****Ref No. 1B**

Rochester Gas and Electric owns and operates aerial and underground electrical facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, below (Pg. 3 & 4), and **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 7 & 8), displays designated areas where electrical facilities must be adjusted/relocated by RG&E-E to avoid conflicts with the proposed construction.

RG&E-E's utility pole relocation work and associated transfers of aerial electrical facilities will be followed by relocations of aerial facilities owned by Crown Castle (CC), Greenlight (GL), Charter (CTR), Verizon Wireless (VZW) and Frontier (FTR). RG&E-E, at the direction of the State's Contractor and State's Engineer-in-Charge, will coordinate with CC, GL, CTR, VZW and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge shall notify RG&E-E, in writing, giving RG&E-E **FOUR (4) weeks** advance notice to schedule the work and **FOUR (4) weeks** to complete the required utility relocation work. The contact at RGE-E is **John Bitter, 1300 Scottsville Road, Rochester, NY 14624**. He may be reached at **585-315-0141**, or by e-mail at **John.Bitter@RGE.com**.

AERIAL FACILITIES CONFLICT LIST

PLAN SHEET NO.	STATION	SIDE/OFFSET (ft)	POLE NO. OR ID(s)	CONFLICT WITH:	SUGGESTED DISPOSITION	ELECT: RGE	TELE: CC	TELE: GL	TELE: CTR	TELE: VZW	TELE: FTR	LIGHT: RGE	SIGNAL/LIGHT: MCDOT
GNP-01	E 6+45	L 36	Signal Pole and Lighting	Proposed Signal Pole	Remove and replace	-	-	-	-	-	-	-	X
GNP-01	E 7+63	R 53	Signal Pole and Lighting	Proposed Signal Pole	Remove and replace	-	-	-	-	-	-	-	X
GNP-01	8+83	L 44	LP 32	Proposed Sidewalk	Relocate	X	-	-	X	-	X	-	-
GNP-02	BB 13+05	R 36	LP 4A	Proposed Road Widening	Relocate pole 10'-12' to South	X	-	-	-	-	-	-	-
GNP-02 (Pole to Pole)	BB 12+60 to BB 13+59	L 101 to L 49	RG&E pole to 2/ RG&E 5	Proposed Curb Ramp	Relocate pole # 2/ RG&E 5 10'-12' to East	X	-	-	X	-	X	X	-
GNP-02 (Pole to Pole)	BB 13+59 to BB 14+36	L 46 to R 35	2/ RG&E 5 to RG&E 6/RTC1	Proposed Curb Ramp	Relocate pole # 2/ RG&E 5 10'-12' to East	X	-	-	X	-	X	X	-

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"

AERIAL FACILITIES CONFLICT LIST													
PLAN SHEET NO.	STATION	SIDE/OFFSET (ft)	POLE NO. OR ID(s)	CONFLICT WITH:	SUGGESTED DISPOSITION	ELECT: RGE	TELE: CC	TELE: GL	TELE: CTR	TELE: VZW	TELE: FTR	LIGHT: Town of Penfield	SIGNAL/LIGHT: MCDOT
GNP-02	BB 13+71	R 34	LP 37	Proposed Road Widening	Relocate pole 6'-7' to South	X	-	-	X	-	X	-	-
GNP-02 (Pole to Pole)	BB 14+36 to BB 14+45	L 46 To R 35	RG&E 6/RTC 1 to RG&E 5A	Proposed Road Widening	Raise utility lines 10'	X	-	-	X	-	X	X	-
GNP-18	BB 97+35	L 26	(RG&E 59) RGE&58 to RG&E 60	Proposed overhead traffic signals	Raise utility lines 10'	X	X	X	X	-	X	X	-
GNP-24	BB 127+38	L 36	RG&E 64	Proposed Curb Ramp (possible)	Relocate pole RG&E 64	X	X	-	X	X	X	X	-
GNP-24	BB 127+41	L 37	RG&E 78A/TEL 167	Proposed Curb Ramp (possible)	Relocate pole RG&E 78A/TEL 167	X	X	-	X	X	X	X	-
GNP-24 (Pole to Pole)	BB 127+41 to BB 128+12	L 37	RG&E 78A/TEL 167 to RG&E 79	Proposed Curb Ramp	Relocate pole RG&E 78A/TEL 167 and attachers pole 4'-6' west and 1' south. Relocate pole RG&E 79 and attachers pole 5' east.	X	X	-	X	-	X	X	-
GNP-24	BB 127+25	L 37 To L 45	FTR pole 99	Proposed Curb Ramp (possible)	Relocate	X	X	-	X	-	X	-	-
GNP-24	BB 128+20	R 110	RGE Pole 24	Transition pole (Impact to Cable)	Raise/relocate	X	X	-	-	-	-	-	-
GNP-24	BB 127+50	R 37	RGE 78B	Proposed Curb Ramp (possible)	Relocate	X	-	-	-	-	-	X	-

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**Crown Castle (CC)****Ref No. 2B**

Crown Castle (CC) owns and operates aerial and underground telecommunications facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 3 & 4), and **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 7 & 8), displays designated areas where CC's telecommunications facilities must be adjusted/relocated by CC to avoid conflict with the proposed construction.

CC shall relocate their aerial facilities after Rochester Gas and Electric (RG&E-E) has completed their aerial transfers. CC's transfer of aerial facilities will be followed by relocations of aerial facilities owned by Greenlight Networks (GL), Charter Communications (CTR), Verizon Wireless (VZW) and Frontier Communications (FTR). CC, at the direction of the State's Contractor and State's Engineer-in-Charge, will coordinate with RG&E-E, GL, CTR, VZW and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge shall notify CC, in writing, giving CC **TWO (2) weeks** advance notice to schedule the work and **TWO (2) weeks** to complete the required utility relocation work. The contact at CC is **Mark Bonanno, 1800 West Park Drive, Suite 250, Westborough, MA 01581**. He may be reached at **615-828-1415**; or by e-mail at Mark.Bonanno@crowncastle.com.

Greenlight Networks (GL)**Ref No. 3B**

Greenlight Networks (GL) owns and operates aerial telecommunications facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 3 & 4), displays designated areas where GL's telecommunications facilities must be adjusted/relocated by GL to avoid conflict with the proposed construction.

GL shall relocate their aerial facilities after Rochester Gas and Electric (RG&E-E) and Crown Castle (CC) has completed their aerial transfers. GL's, transfer of aerial facilities will be followed by relocations of aerial facilities owned by Charter Communications (CTR), Verizon Wireless (VZW) and Frontier Communications (FTR). GL, at the direction of the State's Contractor and State's Engineer-in-Charge, will coordinate with RG&E-E, CC, CTR, VZW and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge, shall notify GL, in writing, giving GL **TWO (2) weeks** advance notice to schedule the work and **TWO (2) weeks** to complete the required utility relocation work. The contact at GL is **Alex Paula, 1777 East Henrietta Rd, Suite 120, Rochester, NY 14623**. He may be reached at **585-563-1447**, or by e-mail at APaula@GreenlightNetworks.com.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**Charter Communications (CTR)****Ref No. 4B**

Charter Communications (CTR) owns and operates aerial and underground telecommunications facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 3 and 4), and **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 7 & 8), displays designated areas where CTR's telecommunications facilities must be adjusted/relocated by CTR to avoid conflict with the proposed construction.

CTR shall relocate their aerial facilities after Rochester Gas and Electric (RG&E-E), Crown Castle (CC) and Greenlight Network (GL) have completed their aerial transfers. CTR's transfer of aerial facilities will be followed by relocations of aerial facilities owned by Verizon Wireless (VZ) and Frontier Communications (FTR). CTR, at the direction of the State's Contractor and State's Engineer-in-Charge, will coordinate with RG&E-E, CC, GL, VZ and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge shall notify CTR, in writing, giving CTR **TWO (2) weeks** advance notice to schedule the work and **TWO (2) weeks** to complete the required utility relocation work. The contact at CTR is **Arnold Covey, 2620 West Henrietta Road, Rochester, NY 14623**. He may be reached at **315-952-4046**, or by e-mail at Arnold.Covey@Charter.com

Verizon Wireless (VZW)**Ref No. 5B**

Verizon Wireless (VZW) owns and operates aerial telecommunications facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 3 & 4), displays designated areas where VZ's telecommunications facilities must be adjusted/relocated by VZW to avoid conflict with the proposed construction.

VZW shall relocate their aerial facilities after Rochester Gas and Electric (RG&E-E), Crown Castle (CC), Greenlight Networks (GL) and Charter Communications (CTR) have completed their aerial transfers. CTR's transfer of aerial facilities will be followed by relocations of aerial facilities owned by Frontier Communications (FTR). VZW, at the direction of the State's Contractor and State's Engineer-in-Charge, will coordinate with RG&E-E, CC, GL, CTR and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge shall notify VZW, in writing, giving VZW **TWO (2) weeks** advance notice to schedule the work and **TWO (2) weeks** to complete the required utility relocation work. The contact at VZW is **Mark S. Coon, 1275 John St. Ste. 100, West Henrietta, NY 14586**. He may be reached at **585-397-0168**; or by e-mail at Mark.Coon@verizonwireless.com.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**Frontier Communications (FTR)****Ref No. 6B**

Frontier Communications (FTR) owns and operates aerial and underground telecommunications facilities within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 3 & 4), **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 7 & 8), displays designated areas where FTR facilities must be adjusted/relocated by FTR to avoid conflict with the proposed construction.

FTR owns and jointly owns with Rochester Gas and Electric (RG&E-E), utility poles within the project limits. FTR shall relocate their aerial facilities to new poles and remove old poles that they own or co-own with RG&E-E, after (RG&E-E), Crown Castle (CC), Greenlight Network (GL), Charter Communications (CTR) and Verizon Wireless (VZW) have completed their aerial transfers. FTR, at the direction of the State's Contractor and State's Engineer-in-Charge, shall coordinate with RG&E-E, CC, GL, VZW and CTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State's Engineer-in-Charge, will notify FTR, in writing, giving FTR **TWO (2) weeks** advance notice to schedule the work and **TWO (2) weeks** to complete the required utility relocation work. The contact at FTR within the Town of Brighton limits is **Mark Todd, 1600 Lexington Avenue, Suite 356, Rochester, NY 14606**. He may be reached at **585-746-5829**, or by e-mail at Mark.Todd@ftr.com. The contact at FTR within the Town of Penfield limits is **Tyler Harper, 1600 Lexington Avenue, Suite 356, Rochester, NY 14606**. He may be reached at **585-705-7532**, or by e-mail at Tyler.Harper1@ftr.com.

UNDERGROUND FACILITIES CONFLICT LIST						
ELECTRIC and FIBER						
PLAN SHEET NO.	LOCATION	SIDE/OFFSET (ft)	DESCRIPTION (UTILITY AND SIZE)	CONFLICT WITH	SUGGESTED DISPOSITION	Utility
GNP-01	E 6+82	R 2	Underground Electric	Proposed Traffic Signal Conduit	Verify and/or relocate	RG&E-E
GNP-01	E 7+00	R 47	Underground Electric	Proposed Traffic Signal Conduit	Verify and/or relocate	RG&E-E
GNP-01	E 7+68	R 72	Underground Electric	Proposed Traffic Signal Pullbox	Verify and/or relocate	RG&E-E
GNP-01	E 7+68	R 80	Underground Electric	Proposed Traffic Signal Cabinet	Verify and/or relocate	RG&E-E
GNP-18	BB 97+10	L 38	Underground Electric	Proposed Traffic Signal Conduit	Verify and/or relocate	RG&E-E
GNP-18	BB 98+20	L 42	Underground Electric	Proposed Traffic Signal Conduit	Verify and/or relocate	RG&E-E
GNP-01	E 7+99	L 54	Electric MH	Proposed Sidewalk	Adjust Elevation	RG&E-E

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"

UNDERGROUND FACILITIES CONFLICT LIST						
ELECTRIC and FIBER						
PLAN SHEET NO.	LOCATION	SIDE/ OFFSET (ft)	DESCRIPTION (UTILITY AND SIZE)	CONFLICT WITH	SUGGESTED DISPOSITION	Utility
GNP-01	E 6+41	L 32	Fiber Conduits	Proposed Traffic Signals Conduits	Verify/relocate	MCDES
GNP-01	E 8+81	L 51	Electric Pullbox	Proposed Sidewalk	Adjust Elevation	RG&E-E
GNP-02	BB 10+65	L 53	Electric MH	Proposed Sidewalk	Adjust Elevation	RG&E-E
GNP-02	BB 12+80	L 51	Electric MH	Proposed Sidewalk	Adjust Elevation	RG&E-E
GNP-02	BB 13+20	L 51	Electric MH	Proposed Sidewalk	Adjust Elevation	RG&E-E
GNP-01	E 8+81	L 51	Electric Pullbox	Proposed Sidewalk	Adjust Elevation	Crown Castle
GNP-02	BB 10+65	L 53	Electric MH	Proposed Sidewalk	Adjust Elevation	Crown Castle
GNP-02	BB 12+80	L 51	Electric MH	Proposed Sidewalk	Adjust Elevation	Crown Castle
GNP-02	BB 13+20	L 51	Electric MH	Proposed Sidewalk	Adjust Elevation	Crown Castle
GNP-02	BB 13+20	L 51	2" HDPE fiber	Elevation/Slope Change	Verify and/or relocate	Crown Castle
GNP-02	BB 13+89	L 68	2" HDPE fiber	Elevation/Slope Change	Verify and/or relocate	Crown Castle
GNP-02	BB 13+60	L 101	2" HDPE fiber	Elevation/Slope Change	Verify and/or relocate	Crown Castle
GNP-02	BB 10+97 to BB 12+66	R 43 To R 32	Underground Telecom Fiber	Proposed Sidewalk/ Road Widening	Verify and/or relocate	Charter Communications
GNP-02	BB 12+66 to BB 14+50	R32 To R 35	Underground Telecom Fiber	Proposed Road Widening	Verify and/or relocate	Charter Communications
GNP-01	E 7+69 to E 7+81	R 52 To R 41	Underground Telecom Fiber	Proposed Curb Ramp	Verify and/or relocate	Frontier
GNP-01/GNP-02	E 7+78 to E 9+84	L 47 To L 52	Underground Telecom Fiber (5-4" OFD (100) O)	Proposed Sidewalk & Curb Ramp	Verify and/or relocate	Frontier
GNP-02	BB 10+31 to BB 11+10	L 61 to L 61	Underground Telecom Fiber (5-4" OFD (100) O)	Proposed Sidewalk & Curb Ramp	Verify and/or relocate	Frontier

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"**Rochester Gas and Electric - Gas (RG&E - G)****Ref No. 7B**

Rochester Gas and Electric - Gas (RG&E-G) owns and operates underground gas mains and related appurtenances within the project limits. The **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 10 & 11), displays designated areas where underground facilities must be adjusted/relocated to avoid conflicts with the proposed construction.

The Contractor, in coordination with the State's Engineer-in-Charge, shall notify RG&E-G, in writing, giving RG&E-G **FOUR (4) weeks** advance notice to schedule and **FOUR (4) weeks** to complete the required gas main relocation and valve adjustment work. The contact at RG&E-G is **Meghann Kendall, 1300 Scottsville Rd., Rochester, NY 14624**. She may be reached at **585-724-8331**, or by e-mail at Meghann.Kendall@rge.com.

UNDERGROUND FACILITIES CONFLICT LIST						
NATURAL GAS						
PLAN SHEET NO.	LOCATION	SIDE/OFFSET (ft)	DESCRIPTION (UTILITY AND SIZE)	CONFLICT WITH	SUGGESTED DISPOSITION	Utility
GNP-02	BB 10+38	L 53	Gas Valve	Proposed Curb Ramp	Relocate	RG&E - Gas
GNP-02	BB 10+41	L 42	Gas Valve x 2	Mill and Fill	Adjust Elevation	RG&E - Gas
GNP-02	BB 12+28	L 17	Gas Valve	Mill and Fill	Adjust Elevation	RG&E - Gas
GNP-02	BB 12+30	L 28	Gas Valve	Mill and Fill	Adjust Elevation	RG&E - Gas
GNP-02	BB 12+53	R 43	Gas Valve	Proposed Curb Ramp	Adjust Elevation	RG&E - Gas
GNP-02	BB 13+03	R 42	Gas Valve	Proposed Curb Ramp	Not in service - remove/abandon	RG&E - Gas
GNP-09	BB 48+00	L 58	16" WRSTP Gas Main	Small Culvert Replacement	Verify and/or relocate	RG&E - Gas
GNP-10	BB 53+50	L 61	16" WRSTP Gas Main	Small Culvert Replacement	Verify and/or relocate	RG&E - Gas
GNP-11	BB 58+40	L 74	16" WRSTP Gas Main	Small Culvert Replacement	Verify and/or relocate	RG&E - Gas
GNP-12	BB 63+50	L 91	16" WRSTP Gas Main	Small Culvert Replacement	Verify and/or relocate	RG&E - Gas
GNP-14	BB 74+84 to BB 75+18	L 59 To L 60	16" WRSTP Gas Main	Small Culvert Replacement	Verify and/or relocate	RG&E - Gas
GNP-15, 16, 17	BB 81+53 to BB 94+30	R 35	16" WRSTP Gas Main	Proposed Sidewalk	Verify and/or relocate	RG&E - Gas
GNP-19	BB 103+29	R 35	Gas Valve	Proposed Curb Ramp	Relocate	RG&E - Gas
GNP-20	BB 107+92	R 14	Gas Valve	Mill and Fill	Adjust Elevation	RG&E - Gas
GNP-20	BB 107+93	R 13	Gas Valve	Mill and Fill	Adjust Elevation	RG&E - Gas

SPECIAL NOTE -- “COORDINATION WITH THE UTILITY SCHEDULE”

UNDERGROUND FACILITIES CONFLICT LIST						
NATURAL GAS						
PLAN SHEET NO.	LOCATION	SIDE/OFFSET (ft)	DESCRIPTION (UTILITY AND SIZE)	CONFLICT WITH	SUGGESTED DISPOSITION	Utility
GNP-23	BB 122+96	R 30	Gas Valve - may be abandoned	Proposed Sidewalk	Relocate or Adjust Elevation	RG&E - Gas
GNP-24	BB 127+35	R 30	Gas Valve x 2	Proposed Curb Ramp	Relocate	RG&E - Gas
GNP-24	BB 127+45	R 34	Gas Valve	Proposed Curb Ramp	Adjust Elevation	RG&E - Gas
GNP-24	BB 127+52	R 34	Gas Valve	Mill and Fill	Adjust Elevation	RG&E - Gas

Town of Penfield Dept. of Public Works- Lighting (TPDPW-L)
Ref No. 8A

The Town of Penfield Department of Public Works – Lighting Department owns and operates streetlighting facilities within the project limits within the project limits. The **AERIAL FACILITIES CONFLICT LIST**, above (Pg. 4), and **UNDERGROUND FACILITIES CONFLICT LIST**, below (Pg. 12), displays designated areas where underground and lighting facilities must be adjusted/relocated by TPDPW-L to avoid conflicts with the proposed construction.

TPDPW-L shall relocate their aerial facilities after RG&E-E has completed their aerial transfers. TPDPW-L’s transfer of aerial facilities will be followed by relocations of aerial facilities owned by Crown Castle (CC), Greenlight (GL), Charter (CTR), Verizon Wireless (VZW) and Frontier (FTR). TPDPW-L, at the direction of the State’s Contractor and State’s Engineer-in-Charge, will coordinate with RGE-E, CC, GL, CTR, VZW and FTR to progress aerial transfers in an efficient construction sequence through the project limits.

The Contractor, in coordination with the State’s Engineer-in-Charge, shall notify TPDPW-L, in writing, giving TPDPW-L **FOUR (4) weeks** advance notice to schedule the work and **FOUR (4) weeks** to complete the required utility relocation work. The contact at TPDPW-L is **Mark R. Valentine, 3100 Atlantic Ave, Penfield, NY 14526**. He may be reached at **585-340-8645**, or by e-mail at **Valentine@penfield.org**. The field contact for coordination is **Jim Kreckman**, at **585-340-8690** or by e-mail at **Kreckman@penfield.org**.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"

UNDERGROUND FACILITIES CONFLICT LIST						
WATER and SANITARY SEWER						
PLAN SHEET NO.	LOCATION	SIDE/OFFSET (ft)	DESCRIPTION (UTILITY AND SIZE)	CONFLICT WITH	SUGGESTED DISPOSITION	Utility
GNP-01	E 9+26	R 36	Sanitary Manhole	Mill and Fill	Adjust Elevation	Town of Brighton
GNP-02	BB 12+79	R 25	Sanitary Manhole	Mill and Fill	Adjust Elevation	Town of Brighton
GNP-15	BB 83+08	R 39	Sanitary Manhole	Proposed Sidewalk and Grading Limits	Adjust Elevation	Town of Penfield
GNP-16	BB 85+33	R 33	Sanitary Manhole	Proposed Sidewalk and Grading Limits	Adjust Elevation	Town of Penfield
GNP-16	BB 87+67	R 35	Sanitary Manhole	Proposed Sidewalk and Grading Limits	Adjust Elevation	Town of Penfield
GNP-17	BB 91+08	R 35	Sanitary Manhole	Proposed Sidewalk and Grading Limits	Adjust Elevation	Town of Penfield
GNP-24	BB 127+64	R 38	Sanitary Manhole	Mill and Fill	Adjust Elevation	Town of Penfield
GNP-02	BB 10+90 to BB 11+10	R 34 to R 33	8" CI Water Main	Proposed Road Widening	Exercise caution during Construction	MCWA
GNP-02	BB 11+10 to BB 13+16	R 33 to R 34	8" CI Water Main	Proposed Road Widening	Relocate	MCWA
GNP-02	BB 12+60	R 35	Water Valve	Proposed Road Widening	Relocate 10'-12' South	MCWA
GNP-02	BB 13+13	L 2	Water Valve	Mill and Fill	Adjust Elevation	MCWA
GNP-02	BB 13+15	R 32	Water Valve	Proposed Road Widening	Relocate 3'- 4' South	MCWA
GNP-18	BB 96+94	L 30	Water Valve	Proposed Sidewalk	Adjust Elevation	MCWA
GNP-18	BB 96+96	L 28	Water Valve	Proposed Sidewalk	Adjust Elevation	MCWA
GNP-19	BB 103+00	L 28	Water Valve	Mill and Fill	Adjust Elevation	MCWA
GNP-19	BB 103+30	L 28	Water Valve	Mill and Fill	Adjust Elevation	MCWA
GNP-20	BB 107+90	L 28	Water Valve	Mill and Fill	Adjust Elevation	MCWA
GNP-24	BB 128+00	L 47	Water Valve	Mill and Fill	Adjust Elevation	MCWA
GNP-24	BB 127+99	R 29	Water Valve	Mill and Fill	Adjust Elevation	MCWA

SPECIAL NOTE -- “COORDINATION WITH THE UTILITY SCHEDULE”**Town of Penfield Dept. of Public Works – Sanitary (TPDPW-S)****Ref No. 9A**

The Town of Penfield Department of Public Works owns and operates various underground sanitary and storm sewer facilities within the project limits within the project limits. The **UNDERGROUND FACILITIES CONFLICT LIST**, above (Pg. 12), displays designated areas where underground facilities must be adjusted/relocated by TPDPW to avoid conflicts with the proposed construction.

The Contractor, in coordination with the State’s Engineer-in-Charge, shall notify TPDPW, in writing, giving TPDPW **FOUR (4) weeks** advance notice to schedule the work and **FOUR (4) weeks** to complete the required utility relocation work. The contact at TPDPW is **Alex Fassanella, 1595 Jackson Road., Penfield, NY 14526**. He may be reached at **585-340-8615**, or by e-mail at fassanella@penfield.org.

Town of Brighton Dept. of Public Works- Sanitary (TBDPW-S)**Ref No. 10A**

The Town of Brighton Department of Public Works- owns and operates various underground sanitary and storm sewer facilities within the project limits within the project limits. The **UNDERGROUND FACILITIES CONFLICT LIST**, above (Pg. 12), displays designated areas where underground facilities must be adjusted/relocated by TBDPW to avoid conflicts with the proposed construction.

The Contractor, in coordination with the State’s Engineer-in-Charge, shall notify TBDPW, in writing, giving TBDPW **FOUR (4) weeks** advance notice to schedule the work and **FOUR (4) weeks** to complete the required utility relocation work. The contact at TBDPW is **Tim Jason, 2300 Elmwood Ave., Rochester, NY 14618**. He may be reached at **585-784-5289**, or by e-mail at tim.jason@townofbrighton.org.

Monroe County Department of Transportation (MCDOT)**Ref No. 11A**

The Monroe County Department of Transportation (MCDOT) maintains interstate lighting facilities and traffic signals, within the project limits. The **AERIAL FACILITIES & LIGHTING FACILITIES CONFLICT LIST**, above (Pg. 3 & 4), displays designated areas where lighting and underground facilities must be adjusted/relocated to avoid conflicts with the proposed construction.

The Contractor, in coordination with the State’s Engineer-in-Charge, shall notify MCDOT, in writing, giving MCDOT **TWO (2) weeks** advance notice to allow MCDOT to inspect, repair or replace any facilities, prior to the State’s Contractor commencing alteration work on the facilities. The contact, for lighting facilities, at MCDOT is **Melissa Lucas, 1115 Scottsville Rd., Rochester, NY 14624**. She may be reached at **585-831-0139**, or by e-mail at MelissaLucas@monroecounty.gov. Additional contact for coordination is **James Fairchild, at 585-753-7755**, or by e-mail at JamesFairchild@monroecounty.gov.

SPECIAL NOTE -- "COORDINATION WITH THE UTILITY SCHEDULE"

Monroe County Water Authority (MCWA)

Ref No. 12A

Monroe County Water Authority (MCWA) owns and operates various underground water mains, services, valves, and hydrants within the project limits. The **UNDERGROUND FACILITIES CONFLICT LIST**, above (Pg. 12), displays designated areas where underground facilities must be adjusted/relocated by the State's contractor to avoid conflicts with the proposed construction.

The Contractor, in coordination with the State's Engineer-in-Charge, shall notify MCWA, in writing, giving MCWA **TWO (2) weeks** advance notice to request MCWA to inspect and repair or replace their existing facilities prior to the State's Contractor commencing alteration work on the water main facilities. The contact at MCWA is **Sam Priem, 475 Norris Drive, Rochester, NY 14610**. He may be reached at **585- 442-2001 x-248**, or by e-mail at Sam.Priem@MCWA.com. The field contact for coordination is **John Callear, at 585- 217-1167** or by e-mail at John.Callear@MCWA.com.

PENFIELD TOWN BOARD RESOLUTION NO. 25T-144

DATE: 09/03/25

BY: Councilperson Ockenden

COMMITTEE: Public Works

NAME: Authorization to Auction Surplus Equipment on October 4, 2025 at Monroe County Fleet Center

WHEREAS, the Director of Public Works has identified the attached list of equipment as surplus and available for public auction; and

WHEREAS, the Town Supervisor and the Director of Public Works be granted the authority to amend the attached list prior to final designation as surplus equipment;

NOW, THEREFORE, BE IT RESOLVED, that the following list of equipment be declared surplus and that the Director of Public Works be and hereby is authorized to enter into agreement with Roy Teitworth, Inc, 6502 Barber Hill Road, Geneseo, New York 14454, to auction said equipment:

• H-15	2009 Ford F-250 4x4 Pickup	Vin # 1FTNF21579EA32227
• H-20	2007 Johnston Sweeper	Vin # 1FVAB6BV97DW66730
• H-23	2007 International 6 Wheel Dump	Vin # 1HTTXAHR57J393762
• H-43	2017 Chevy 1500 4x4 Pickup	Vin # 1GCVKNEC3HZ265793
• D 404	2020 Ford F-150 4x4 Pickup	Vin # 2FTEX1E5LKE48259
• S-500	2021 Ford Transit Van	Vin # 1 FTBR3XG6MKA80269
• S-501	2015 Ford F-350 Utility body, Crane truck	Vin # 1FDRF3G62FEB32637
• B-801	2018 Ford F-150 Pickup	Vin # 1FTFX1E52JFC89168
• P-2027	2016 Ford F-350 1 Ton Dump, Plow, Salter	Vin # 1FDRF3H600GED00985

BE IT FURTHER RESOLVED, that the proceeds resulting from the auction and the sale of this equipment be credited to the appropriate fund.

Moved: _____

Seconded: _____

Vote:	Berry	_____
	Lee	_____
	Leenhouts	_____
	Ockenden	_____
	Teglash	_____

FILED
PENFIELD, N.Y.
2025 AUG 29 AM 9:04
AMY J. STEIN
TOWN CLERK