

VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827.



Village Hall ca 1855 (remodeled 1937)

Village of Pittsford Board of Trustees Meeting November 22, 2021, 6:30 PM

Tentative Agenda

Board Member - Conflict of Interest Disclosure & Open Meeting Compliance Certification

Department Reports

- Treasurer's / Village Clerk Report

Meeting Items

1. Non-Municipal Permits
 - Chabad – Menorah Lighting
 - Pittsford PTA – Crossing Guards
2. Hiring DPW employees
3. Tree Donation Program
4. Appointment to fill vacancy on Historic Preservation Board

Member Items

Public Comment

Executive Session

Next Scheduled Meeting –Regular Meeting December 14, 2021 *Subject to Change Without Notice



Village of Pittsford Non-Municipal Use Permit Application

Organization: CHABAD LUBAVITCH of PITTSFORD INC.

Event and Description: Annual Chanukah @ Minach
Celebration

Event Date(s): Nov 30 6pm-7pm

Event Location: Pittsford Parking lot (all arranged)

Parking Location: same

Estimated Guest Count: 60-80

Organization Contact: RABBI YITZ + LEON

Telephone: [REDACTED]
E-mail: [REDACTED]

Date Request Received: _____

Date Reviewed: _____ Approved Denied

Standard Conditions

- 1) If the request for the Non-municipal Permit was received without the required 45-day notice, the Board of Trustees will need to vote to waive the requirement for the permit.
- 2) The applicant will provide the Village of Pittsford with a certificate of liability insurance, naming the Village of Pittsford as additionally insured, on a primary and non-contributory basis. The certificate must reflect a single limit of liability for personal injury and property damage in the amount of \$1,000,000.00. The certificate must also name the event being covered.
- 3) The applicant will notify, in writing, the Monroe County Sheriff's Office, the Pittsford Volunteer Fire Department, the Pittsford Volunteer Ambulance and the Town of Pittsford Fire Marshal to notify them of the event and all of the details.



Village of Pittsford Non-Municipal Use Permit Application

Organization: Pittsford PTSA

Event and Description: crossing guards for students to safely cross at Sutherland & Monroe intersection

Event Date(s): Nov. 2021 - Jan. 2022

Event Location: Sutherland & Monroe Ave.

Parking Location: n/a

Estimated Guest Count: _____

Organization Contact: Tracy Castleberry

Telephone: [REDACTED]

E-mail: [REDACTED]

Date Request Received: _____

Date Reviewed: _____ Approved Denied

Standard Conditions

- 1) If the request for the Non-municipal Permit was received without the required 45-day notice, the Board of Trustees will need to vote to waive the requirement for the permit.
- 2) The applicant will provide the Village of Pittsford with a certificate of liability insurance, naming the Village of Pittsford as additionally insured, on a primary and non-contributory basis. The certificate must reflect a single limit of liability for personal injury and property damage in the amount of \$1,000,000.00. The certificate must also name the event being covered.
- 3) The applicant will notify, in writing, the Monroe County Sheriff's Office, the Pittsford Volunteer Fire Department, the Pittsford Volunteer Ambulance and the Town of Pittsford Fire Marshal to notify them of the event and all of the details.



ASSOCIATION INSURANCE MANAGEMENT INC

MEMBER CERTIFICATE OF INSURANCE

11/11/21

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

Insured #: NY9176774

NAMED INSURED MEMBER:

07-118 Pittsford Central PTSA
Attn: Tracy Castleberry or Current Officer
75 Barker Rd
Pittsford, NY 14534-2929

Named Insured & Mailing Address

Education Support Purchasing Group
c/o AIM
P.O. Box 674051
Dallas TX, 75267-4051

PRODUCER NAME

AIM Association Insurance
Management, Inc.
PO Box 674051
Dallas TX, 75267-4051

Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Gotham Insurance Company / General Liability with Sexual Molestation & Increased Fire	GL2021PTA08659	7/1/21 - 7/1/22	\$ 0	Each Occurrence	\$2,000,000
				General Aggregate	\$2,000,000
				Products - COMP/OPS - Subject to General Aggregate	Included
				Personal & Advertising Injury	\$2,000,000
				Fire Damage (any one fire)	\$100,000
Gotham Insurance Company / Extended Medical Payments	GL2021PTA08659	7/1/21 - 7/1/22	\$ 0	Any One Person	\$5,000
				Abuse & Molestation	\$1,000,000
Lexington Insurance Company / Officers Liability	/0013980384	7/1/21 - 7/1/22	\$ 25,000	Each Occurrence	\$2,500,000
				Aggregate	\$2,500,000
Southwest Marine & General Insurance Company / Fidelity Bond (Crime)	CR2021PTA07093	7/1/21 - 7/1/22	\$ 250	Each Occurrence	\$50,000
				Employee Theft	\$50,000
				Forgery or Alteration	\$50,000

The Village of Pittsford is added as an additional insured for General Liability only.
Event: PTSA volunteer Crossing Guard
Date/Time: November 2021- January 2022;
Monday-Friday from 2:00 p.m.-4:00 p.m.

Certificate Holder:

The Village of Pittsford
21 North Main St.
Pittsford, NY 14534

This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any, complete the above numbered policy. Copies of the Master Policies are available upon request or may be printed at www.aim-companies.com

AUTHORIZED REPRESENTATIVE

Sean Darcy

Work Experience: Mechanic II
Monroe County Department of Transportation
Fleet Center, 145 Paul Road, Rochester, N.Y 2012- current
Highway construction: Paving, pothole repair, line striping, and general road maintenance. Culvert repair and installation, tree trimming, catch basin repair and installation, general laborer. Winter months assigned to the Monroe County International airport. Job duties included, runway snow removal operating Oshkosh sweeper and snow blower. Replaced/repaired lighting on runways, terminal, parking and outlying areas. Received SIDA security clearance.

Landscaper
Jackson Lawn Care, Webster, New York, summer 2008
Lawn Maintenance and landscape work, mowing using Zero Turn X-Mark equipment, weed whacking, leaf blowing, planting, and mulching.

Seasonal Contract Worker
Webster Highway Department Webster, NY, June-Dec.2008
Seasonal contract worker - Leaf pick up, drainage clearing, stream clearing, and access road- work, lay asphalt, mulching, rebuilt culverts,

Education Rochester Arc & Flame, Welding and Fabrication 2015

MCC, Automotive mechanic courses 2012

High School Diploma, Webster, June 2008

Wayne Finger Lakes BOCES, January-June 2008
Power Mechanics/ Conservation Program-Skills developed in operation of heavy and small equipment- conservation, forestry and landscaping.

Fire Fighter First Response Class, Jan. 2009
Monroe County Training Facility


Special Skills CDL License Class B, March 2009

Community Webster Volunteer Fire Fighter 2007- current
Webster Fire Fighter Explorer 2005-2007

*References available upon request

Jason Imes

Rochester, NY 14622



Work Experience

CDL Class A Driver

LWN TRANSPORT - Rochester, NY

April 2016 to July 2020

Drive 18 wheelers local

Emergency Medical Technician

Emt

November 2011 to December 2015

- Emergency medical
- help paramedics
- CPR
- Help emt-paramedic

Sous Chef

Shadow Lakes Golf Club - Rochester, NY

May 1996 to December 2011

Over see kitchen staff

- ordering and inventory
- prep for weddings and dinners

Education

High school diploma

Skills

- Emt-basic (7 years)
- Cdl-a (4 years)
- Tractor-Trailer
- Phlebotomy
- Hospital Experience
- Kitchen Management Experience
- Culinary Experience
- Commercial Driving
- Vital Signs

- Supervising Experience
- Tanker Experience
- Restaurant Management
- Heavy Equipment Operation
- Box Truck
- Delivery Driver Experience

Assessments

Mechanical knowledge — Familiar

January 2021

Understanding and applying mechanical concepts and processes

Full results: [Familiar](#)

Workplace safety — Proficient

April 2020

Using safe practices at work

Full results: [Proficient](#)

Interstate truck driving — Highly Proficient

March 2021

Regulations and safe driving practices for long-distance trucking

Full results: [Highly Proficient](#)

Verbal communication — Completed

May 2021

Speaking clearly, correctly, and concisely

Full results: [Completed](#)

Management fit — Familiar

July 2020

Measures the traits that are important for success in management positions.

Full results: [Familiar](#)

Work style: Reliability — Completed

June 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Completed](#)

Attention to detail — Completed

July 2020

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Completed](#)

HVAC technician — Completed

June 2021

Designing, implementing, and troubleshooting commercial HVAC systems

Full results: [Completed](#)

Real estate — Completed

May 2021

Matching listings with specifications

Full results: [Completed](#)

Customer focus & orientation — Completed

May 2021

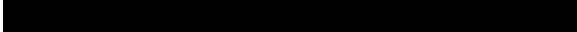
Responding to customer situations with sensitivity

Full results: [Completed](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Kendra Evans

21 Rand Place, Pittsford, NY



November 18, 2021

Dear Mayor Plummer,

When my young family and I relocated to the Rochester area in 2013 we had our choice of where to put down roots. Moving from a seaside Boston suburb, we anticipated living by the lake. However, one stroll through our historic village, and I could not be persuaded to look elsewhere. I love the charm and character of our village - a quick look at Penfield and other municipalities makes it clear this does not happen by accident! I am so appreciative of the effort that has persisted for decades to preserve our heritage. I am excited to have just purchased my *second* historic home (1905) in the Village and am about to begin a loving restoration.

Public service is core to my value system. I have a proven record of community service and leadership in Pittsford and am eager to put my skills to work for our Village. I am passionate about historic preservation and hope to serve on the Historic Preservation Board. You can count on me to consistently apply Village Code, uphold the Secretary of the Interior's Standards for Historic Rehabilitation, and serve with integrity.

I am a detail-oriented, data-driven public servant. My years as a classroom teacher, small business owner and university program manager have taught me how to work with a multitude of styles and personalities. I am confident that my diligence, experience and work ethic will make me a strong addition to the Historic Preservation Board. I will approach every application with exacting attention to detail, an unwavering work ethic, and unmatched enthusiasm.

You can count on me to always be prepared, thoughtfully engage with residents and fellow board members, and act as **a steadfast champion of our Village**. I look forward to the opportunity to serve. Please don't hesitate to reach out if I can answer any questions or provide additional information.

Sincerely,

Kendra Evans

Kendra Evans

21 Rand Place, Pittsford, NY 14534

EXPERIENCED EDUCATOR, DIRECTOR AND PROGRAM DEVELOPER with demonstrated success **individualizing curriculum** for diverse learners, creating **home-school and community partnerships**, and fostering a sense of **joy and belonging** in the learning environment. Recognized as a **passionate school and community leader** with an innovative spirit, engaging personality, and superior work ethic. **Charismatic teacher and steadfast advocate** with nearly **20 years of service** in primary/secondary and higher education.

KEY COMPETENCIES

- Inclusive curriculum design
- Staff hiring, training and mentorship
- Program development and evaluation
- Strategic Planning
- Inquiry and Project-based learning
- Differentiated Instruction
- Learning Assessments
- Classroom Management
- Best practices for neurodiverse learners
- Team and relationship building
- Community outreach and engagement
- Event planning and communication strategy
- Strong written and oral communication
- Program and Project management
- Budgeting and operations management
- Fundraising and donor development
- Volunteer recruitment and retention
- Classroom management
- Cross-department collaboration
- Meeting facilitation

PROFESSIONAL ACCOMPLISHMENTS

ADJUNCT PROFESSOR

ROCHESTER INSTITUTE OF TECHNOLOGY

Rochester, NY

2018-2019; 2021

Coordinated the *Neurodiverse Hiring Initiative* at RIT. Designed, implemented, and managed all aspects of the *Career Readiness Bootcamp*, a three week, residential career preparation program for rising RIT second years on the autism spectrum. This program is the first of its kind. I was charged with writing the curriculum and implementing all components including the applicant selection process, coordinating housing, dining and transportation, overseeing networking events, and building cross-departmental partnerships. Additional responsibilities include managing the eLearning platform and hosting webinars for employers, recruiters and service providers. I also build relationships with community agencies and nationwide neurodiversity hiring programs.

ADJUNCT PROFESSOR

ROCHESTER INSTITUTE OF TECHNOLOGY

Rochester, NY

2015-2017

As a Masters level Success Coach within the Spectrum Support Program at RIT, I provided individualized coaching and other supports to students, particularly those who identify with an autism spectrum disorder. Through targeted, 1:1 coaching sessions, I guided students in building strategies related to organizing and prioritizing academic tasks, monitoring academic progress, utilizing academic resources, and planning for academic, social and career success.

FOUNDER & DIRECTOR**VILLAGE LEARNING STUDIO**

Pittsford, NY

2014-Present

Created a unique, inclusive social learning community for young people who identify as being on the autism spectrum or who struggle with a variety of social learning differences. Manages a multidisciplinary educational team to provide direct services to students and families. Designs and implements teacher trainings and parent workshops. Provides direct instruction in social cognition, executive functioning, content area remediation and enrichment. Serves as an educational advocate.

FOUNDER & DIRECTOR**IWORKWITHKIDS LEARNING SERVICES**

Scituate, MA

2009-2013

Provided remediation and enrichment to individuals and small groups of students across content areas. Served as educational advocate.

EARLY CAREER EXPERIENCES

Intermediate/Middle School Learning Specialist	Inly School, Scituate, MA	2010-2012
Elementary Learning Specialist	Paideia School, Atlanta, GA	2006-2008
Gifted Resource Teacher	Trinity School, Atlanta, GA	2004-2007
Parent Education Liaison	Trinity School, Atlanta, GA	2003-2007
First & Second Grade Teacher	Trinity School, Atlanta, GA	2002-2007
Third Grade Teacher	Midway Elementary School, Atlanta, GA	2001-2002
Intermediate Grade Intern Teacher	Falk Laboratory School, Pittsburgh, PA	2000-2001
Preschool Teacher	Lakeshore Preparatory School, Chicago, IL	1999-2000

EDUCATION**THE UNIVERSITY OF PITTSBURGH**, Pittsburgh, PA*Master of Arts in Teaching (M.A.T.); Dean's List*

2000-2001

THE UNIVERSITY OF CHICAGO, Chicago, IL*Bachelor of Arts Degree in Political Science and Public Policy; Dean's List*

1995-1999

TRAININGS AND CERTIFICATIONS

Social Thinking with Michelle Garcia Winner; ***Project Zero*** at Harvard University; ***Schools Attuned*** with Dr. Mel Levine; ***Writers' Workshop*** with Lucy Calkins; ***Wright's Law*** - Special Education Advocacy; ***Handwriting Without Tears***; ***DIR/Floortime Model***; ***Certified Child Yoga Teacher***; ***Orton-Gillingham***; ***Linda Mood Bell***; ***Executive Functioning*** with Sarah Ward

VOLUNTEER EXPERIENCE

LEADER

Pittsford Democratic Committee, Pittsford, NY

2018–Present

As Leader I am responsible for identifying and supporting candidates who will advance our ideals, educating the community on relevant issues, and maintaining a robust volunteer base. In the first two years of my tenure, committee membership increased 44% and our operating budget has more than doubled. We went from not being able to convince candidates to run for office, to having a primary for nearly every position. In two years time we went from never electing a Democrat to having majority Democrats on the Town Board. Thanks to my leadership, communication strategy and volunteer management, we elected our first ever Democratic Town Justice in 2020 (amid the global pandemic), and our first ever female (Democratic) Village Mayor.

CO-FOUNDER & VOLUNTEER ORGANIZER

PITTSFORWARD, Pittsford, NY

2016–Present

PittsFORWARD began in direct response to instances of hate mongering in the Pittsford community. In just over a week's time we activated 200+ community members to march for unity in the pouring rain. We continued to gain momentum through ongoing news coverage and distribution of 600+ yard signs across the Eastside of Monroe County. Through ongoing Community Conversations we educate volunteers and champion civic engagement. Volunteers have run for (and won) local office and hold various leadership roles in our schools and across the community.

CLUB MEMBER and MEMBER OF BOARD OF DIRECTORS

Rotary Club of Pittsford, Pittsford,, NY

2019–Present

Living the motto "service above self" life as a Rotarian is about meeting the needs of neighbor and community. I have led or participated in numerous community clean-ups, food drives, Habitat for Humanity builds, and assorted fundraisers benefiting local organizations.

VICE PRESIDENT OF THE EDUCATION COUNCIL

Pittsford Central School District, Pittsford, NY

2018–2019

As Vice President I was responsible for the oversight of 6 volunteer committees. It was my job to recruit and retain leaders, oversee the budget process for each, and ensure that programming was carried out as designed.

PARENT REPRESENTATIVE – DISTRICT PLANNING TEAM

Pittsford Central School District, Pittsford, NY

2017–2019

As a member of this advisory board I reported directly to the superintendent of PCSD. Our committee was tasked with representing stakeholders and researching/weighing-in on the school mission statement, school budget and process, programming choices, and other issues of concern.