

VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827.



Village Hall ca 1855 (remodeled 1937)

Village of Pittsford Board of Trustees Meeting December 14, 2021, 6:30 PM

Tentative Agenda

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

Department Reports

- Building Inspector Report
- DPW Report
- Village Attorney
- Treasurer's / Village Clerk Report
- Minutes

Meeting Items

1. South Street & Wood Street Project Engineering
2. Grant Funding Village Hall Back Entrance
3. Code of Conduct for Officers of all Boards
4. Public Hearings 7 PM
 - Proposed Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of Licensing and Establishing Retail Cannabis Dispensaries Within the Village of Pittsford
 - Proposed Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of Licensing and Establishing On-Site Cannabis Consumption Establishments Within the Village of Pittsford
5. Setting Permissive Referendum Vote of Cannabis Laws
6. Setting of Public Hearing for NY Stretch Energy Code
7. Resolution Adopting the NYS Unified Solar Permit
8. Donation Guidelines / Tree Donation Application
 - Acceptance of Tree Donation
9. Seasons of Light
10. Naming of DPW Equipment
11. Municipal Composting
12. Project Plan for Treasurer Training
13. Update on non-vaccinated office staff compliance with Covid testing policy.

Member Items

Public Comment

Executive Session

Next Scheduled Meeting –Regular Meeting January 11, 2022 *Subject to Change Without Notice

Phone 585-586-4332 • Fax 585-586-4597 • E-mail villageofpittsford@villageofpittsford.com
www.villageofpittsford.com • 21 North Main Street • Pittsford, New York 14534

Village Board Meeting

Department Reports

Building Inspector Report

Building Inspector report–11/04/21 – 12/10/21

During period issued 8 permits for \$1156.70 in permit fees and \$98,835 in improvements

Worked with residents and businesses for 6 HPB applications: 9 Grove st – chicken coup. 25 Lincoln – addition. 15 Austin park – addition. 96 S. Main – addition. 18 S. Main – signage. 19 Boughton – exterior lighting.

Attended one day FLBOA Upgrade codes training, submitted and got approval for energy training to start process to become Energy smart community and set up and had meeting to find out other requirements to qualify for grant money, started process to adopt NYS stretch energy code and unified solar permit for grant point credits.

Attended Landmark webinars

Repaired chair lift at Village Hall

Prepared and responded to two separate foil requests

Inspections: 31 Courtenay – final inspection for fire restoration (3 separate visits) , 26 Boughton – changes, stairway issues, window issues (3 separate occasions). Pittsford Hots – fire suppression system test and C/O, Simply Crepes – Fire inspection. St. Louis church and school – fire inspection. St. Pauls – fire inspection. Northfield music – fire inspection. Episcopal church – fire inspection. Alladins – fire inspection. Hobby house – fire inspection. Urban beauty – fire inspection and signage. 4 Courtenay – ongoing addition-framing/plumbing. 5 Jackson park – framing/plumbing. 18 N. Main – roofing. Neutral Grounds – signage. Abode – signage.

Worked with one applicant for planning and zoning – St. Louis church – new air handler system/expansion

I have read and processed over 345 emails during this time period, researching and answering many questions regarding zoning and Historical preservation requirements to new property owners and tenants. I have sent over 140 response emails

Receive on average 10-12 phone calls per day with questions on zoning, permits, or concerns over village issues

While touring the village I found two projects this past month that were being done without the proper permitting , both are set to obtain approvals from the proper board

12 west Jefferson window issue has been taken care of.

Village Board Meeting

Department Reports

- DPW Report

Village Board Meeting

Department Reports

Village Attorney

Village Board Meeting

Department Report

Treasurers / Village Clerk Report

- Bill Pay
- HSA Funding

TREASURER'S REPORT

Submitted by

Brooklyn Thomas

12/14/2021

- Voucher for approval – Abstract #16
 - General fund (326-344,346-369) \$84,782.66
 - Sewer fund (345,351) \$1672.70
 - **Total vouchers for approval: \$86,455.36**

1. Approval of Geare fund donation to the PFC for \$100.00
2. Scheduling of budget meetings for 2022

VILLAGE OF PITTSFORD
Abstract of Unaudited Vouchers
GENERAL FUND

Total Claims: \$86,455.36

12/14/2021

Number 016

| Voucher # | Claimant | Account # | Amount | Check | Date |
|-----------|--|-----------|----------|-------|------|
| 326 | ADMAR SUPPLY COMPANY,INC 12119547/MESSAGE BOARDS | A5132.4 | 1,190.00 | | |
| 326 | ADMAR SUPPLY COMPANY,INC 12119728/LIGHT TOWER | A5132.4 | 555.00 | | |
| 327 | ZACHARY BLEIER DEC2021/DECEMBER PHONE | A1620.412 | 50.00 | | |
| 327 | ZACHARY BLEIER 114-4493608-0844211/WORK BOOTS | A5132.4 | 150.00 | | |
| 328 | BRISTOL'S GARDEN CENTER 341693/STRAW BALE | A7110.42 | 119.85 | | |
| 328 | BRISTOL'S GARDEN CENTER 342137/HOLIDAY DECOR | A7550.4 | 1,949.85 | | |
| 329 | DOROTHEA CICCARELLI CHRISTMAS TREE | A1410.411 | 70.00 | | |
| 329 | DOROTHEA CICCARELLI 2093825/COVID TESTS | A1410.411 | 95.96 | | |
| 329 | DOROTHEA CICCARELLI DEC2021/DECEMBER PHONE | A1620.412 | 50.00 | | |
| 330 | COVERALL SERVICE COMPANY 7580051305/VLG HALL CLEANING | A1620.42 | 500.00 | | |
| 331 | CYNCON EQUIPMENT INC 87841/VECHILE REPAIRS | A5132.4 | 371.74 | | |
| 331 | CYNCON EQUIPMENT INC 87986/JUMPER HARNESS | A5132.4 | 286.36 | | |
| 332 | DEBBIE SUPPLY INC 656024/DPW SUPPLIES | A5132.4 | 29.48 | | |
| 333 | DOWNTOWN DECORATIONS 31507/HOLIDAY DECOR | A7110.4 | 889.52 | | |
| 334 | GEORGE DRUZIAKO FURNACE REPAIR | A1620.41 | 125.00 | | |
| 335 | EXCELLUS HEALTH PLAN-GROUP HEALTH/STAFF | A9060.8 | 4,549.44 | | |
| 335 | EXCELLUS HEALTH PLAN-GROUP HEALTH/SR | A9060.8 | 763.40 | | |
| 335 | EXCELLUS HEALTH PLAN-GROUP DENTAL/SR | A9060.8 | 116.91 | | |
| 335 | EXCELLUS HEALTH PLAN-GROUP DENTAL/STAFF | A9060.8 | 430.22 | | |

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|-----------|--|-----------|----------|-------|------|
| 336 | EDWARDS TREE & LANDSCAPING INC 2358/WREATH INSTALL | A7110.4 | 250.00 | | |
| 337 | FILTREC CORP. 23183/LIFT INSPECTION | A1620.4 | 325.00 | | |
| 338 | HADLOCK'S ACE HARDWARE 805/DPW SUPPLIES | A5132.4 | 110.59 | | |
| 338 | HADLOCK'S ACE HARDWARE A23476/DPW SUPPLIES | A5132.4 | 103.33 | | |
| 339 | HOMETOWNE ENERGY CO 7922/WINTER ONRD | A1620.413 | 501.60 | | |
| 339 | HOMETOWNE ENERGY CO 575897/E10 GAS | A1620.413 | 462.35 | | |
| 339 | HOMETOWNE ENERGY CO 10886/FUEL OIL | A5132.49 | 474.73 | | |
| 340 | HODGSON RUSS ATTORNEYS 1132374/PCP VS VOP | A1420.41 | 152.50 | | |
| 341 | INTEGRATED SYSTEMS 19250/DATA CENTER HOSTED SERVICES | A1410.412 | 527.70 | | |
| 341 | INTEGRATED SYSTEMS 19249/HOSTED EMAIL SERVICES | A1410.412 | 224.58 | | |
| 342 | MICHAEL JAMES 12-07906-43691/WINTER COAT | A3320.4 | 82.42 | | |
| 343 | JDI SUPPLIES 2506/DPW SUPPLIES | A5132.4 | 856.30 | | |
| 344 | SCOTT A HARTER PE STATE ST, GREENLIGHT, CANAL CORP,RAND CREEK | A1440.4 | 8,220.00 | | |
| 346 | PAYCHEX INC 2021112500/PAYROLL SERVICES | A1410.415 | 372.61 | | |
| 347 | NEW YORK PLANNING FEDERATION 16553/VILLAGE MEMBERSHIP 2022 | A1410.48 | 295.00 | | |
| 348 | NEW YORK STATE CANAL CORP 400017937/ANNUAL PERMIT | A1410.48 | 50.00 | | |
| 349 | ALYSA PLUMMER DEC2021/DECEMBER PHONE | A1620.412 | 50.00 | | |
| 350 | STEVE LAUTH DEC2021/DECEMBER PHONE | A1620.412 | 50.00 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20022383655/6 1/2 WASHINGTON RD | A5182.4 | 23.61 | | |

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Abstract of Unaudited Vouchers
GENERAL FUND

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12/14/2021

Number 016

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|-----------|---|-----------|-----------|-------|------|
| 351 | ROCHESTER GAS & ELECTRIC 20012329106/47 SCHOEN PL | A5182.4 | 70.11 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20013589708/10 SCHOEN PL | A5182.4 | 36.85 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20011335682/STREETLIGHTS | A5182.4 | 559.49 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20011335773/STREETLIGHTS | A5182.4 | 197.84 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20011335575/STREETLIGHTS | A5182.4 | 3,414.15 | | |
| 352 | STAPLES 8064327455/OFFICE SUPPLIES | A1410.411 | 91.96 | | |
| 353 | SMITH METAL WORKS OF NEWARK 12199/PILLOW BLOCK | A5132.4 | 36.82 | | |
| 354 | SENTINEL PUBLICATIONS 2502/LEGAL POSTINGS | A1410.42 | 135.75 | | |
| 355 | TIME WARNER CABLE 883631201120621/MONTHKY SERVICES | A1620.412 | 235.94 | | |
| 355 | TIME WARNER CABLE 665833501111521MONTHLY SERVICES | A1620.412 | 149.98 | | |
| 356 | THRU-WAY SPRING 160781/VECHILE PARTS | A5132.4 | 491.02 | | |
| 357 | UNITED RENTALS 199023973-002/PORTABLE RESTROOMS& SERVICING | A7110.4 | 200.00 | | |
| 357 | UNITED RENTALS 193792043-007/PORTABLE RESTROOMS& SERVICING | A7110.4 | 490.00 | | |
| 358 | WALSH DUFFIELD CO INC 14999/RENEWAL OF PUBLIC OPFFICIALS | A1410.41 | 9,620.00 | | |
| 358 | WALSH DUFFIELD CO INC 14993/RENEWAL OF PACKAGE | A1410.41 | 29,163.26 | | |
| 359 | WB MASON 225541252/VLG HALL SUPPLIES | A1410.411 | 114.51 | | |
| 360 | THE ZOGHLIN GROUP PLLC 1565/PZBA | A1420.402 | 1,600.00 | | |
| 360 | THE ZOGHLIN GROUP PLLC 1568/LWRP | A1420.405 | 208.00 | | |
| 360 | THE ZOGHLIN GROUP PLLC 1533/NYS CANAL CORP | A1420.406 | 498.50 | | |

VILLAGE OF PITTSFORD
Abstract of Unaudited Vouchers
GENERAL FUND

Total Claims: \$86,455.36

12/14/2021

Number 016

| Voucher # | Claimant | Account # | Amount | Check | Date |
|---------------|---|-----------|------------------|-------|------|
| 361 | VERIZON WIRELESS 9893601913/MONTHLY CHARGES | A1620.412 | 96.99 | | |
| 362 | DOROTHEA CICCARELLI HSA JAN 2022 | A9060.8 | 1,250.00 | | |
| 363 | ZACHARY BLEIER HSA JAN 2022 | A9060.8 | 2,500.00 | | |
| 364 | JOAN RULE HSA JAN 2022 | A9060.8 | 1,250.00 | | |
| 365 | DOUGLAS YAEGER HSA JAN 2022 | A9060.8 | 2,500.00 | | |
| 366 | BROOKLYN THOMAS HSA JAN 2022 | A9060.8 | 1,250.00 | | |
| 367 | DANIELLE REHLER HSA JAN 2022 | A9060.8 | 2,500.00 | | |
| 368 | INTERNATIONAL LEAGUE OF CITIES 00848-534V/2022 LISTING | A1410.48 | 250.00 | | |
| 369 | MONROE COUNTY VLG HALL ELETRIC | A1620.41 | 427.98 | | |
| 369 | MONROE COUNTY VLG HALL NATURAL GAS | A1620.41 | 18.46 | | |
| Total: | | | 84,782.66 | | |

VILLAGE OF PITTSFORD
Abstract of Unaudited Vouchers
SEWER FUND

Total Claims: \$86,455.36

12/14/2021

Number 016

| Voucher # | Claimant | Account # | Amount | Check | Date |
|---------------|--|-----------|-----------------|-------|------|
| 345 | PRESTIGE CHEMICALS 04-0754/PURE EZ LIFT | G8120.4 | 546.73 | | |
| 345 | PRESTIGE CHEMICALS 0754-05/PURE EZ LIFT | G8120.4 | 1,048.75 | | |
| 351 | ROCHESTER GAS & ELECTRIC 20014650848/15 WOODCREEK | G8120.4 | 77.22 | | |
| Total: | | | 1,672.70 | | |

Health Care 2022
Health Savings Account Funding

| Employee | 1-Jan-22 |
|----------------------|-------------|
| Bleier, Zachary | \$2,500.00 |
| Ciccarelli, Dorothea | \$1,250.00 |
| Rehler, Danielle | \$2,500.00 |
| Rule, Joan | \$1,250.00 |
| Thomas, Brooklyn | \$1,250.00 |
| Yaeger, Douglas | \$2,500.00 |
| Sum | \$11,250.00 |

Village Board Meeting

Department Reports

Minutes

Village Board Meeting Minutes – September 28, 2021

Village Board Meeting Minutes – October 12, 2021

Village Board Meeting Minutes – October 26, 2021

Village Board Meeting Minutes – November 9, 2021

Village Board Special Meeting Minutes – November 22, 2021

Village Board Meeting

Meeting Items
Agenda Item 1

South Street & Wood Street Project Engineering

Village Board Meeting

Meeting Items
Agenda Item 2

Grant Funding for Village Hall Back Entrance

Village Board Meeting

Meeting Items
Agenda Item 3

Code of Conduct for Officers of all Boards

VILLAGE OF PITTSFORD
CODE OF CONDUCT POLICY FOR TRUSTEES, BOARDS, ELECTED
OFFICIALS, COMMITTEES AND COMMISSIONS

Purpose

The intent of this Code of Conduct policy is to establish clear and reasonable principles to serve as the benchmark for achieving and maintaining a high level of public confidence, trust, and professional respect with regard to the way the Village of Pittsford and its officials conduct business and treat each other, Village staff, constituents and others in the course of their public duties. A Code of Conduct helps us succeed by establishing expectations and boundaries. It serves as a guide to bring clarity and consistency to our relationship with each other and our staff. It serves as a guide to stewardship and provides the tools we can use to understand and appreciate the norms of behavior within our Village culture. The Code of Conduct aligns with the Village's mission, vision and values. The Code of Conduct encourages collaborative efforts to maintain a positive climate, promoting equality and inclusivity for all. The Code of Conduct supplements the Village's employee handbook and Code of Ethics (L.L. 4-2013) and functions to address issues which have in the past or may in the future impair our ability and enjoyment to function effectively as a collective.

Definitions

Board

The Village Board any municipal board (e.g., Planning Board, Zoning Board of Appeals, and Historic Preservation Review Board), commission or other agency or body.

Code

This Code of Conduct.

Applicability

This Code of Conduct policy and all of its sections shall apply to the Mayor, Deputy Mayor, Board of Trustees and to the other boards, presiding officers, public officials, commissioners, and committees, and other representatives of the Village of Pittsford.

Compatibility and Interplay with Other Regulations, Rules, Laws or Ordinances

This Code is not intended to modify or repeal any other regulation, rule, or other provision of law. The provisions of this policy shall apply in addition to all applicable state and local laws relating to conduct including but not limited to, Article 18 of the General Municipal Law and all rules, regulations, policies and procedures of the Village of Pittsford.

A violation of this Code shall be deemed a violation of Section 21-6 (Treatment of Other Persons) of the Code of Ethics (L.L. 4-2013).

1. COMMUNITY RESPONSIBILITY. A member of any Board, Committee or Commission in relation to his/her community, shall:

1. Fully participate in board meetings and other public forums while demonstrating respect, kindness, consideration and courtesy to others.
2. Prepare in advance of board meetings and be familiar with issues on the agenda.
3. Be respectful of other people's time. Stay focused and act efficiently during public meetings.
4. Serve as a model of leadership and civility to the community.
5. Inspire public confidence in Village government.
6. Demonstrate honesty and integrity in every action and statement.

2. RELATIONSHIP TO OTHER BOARD, COMMISSION OR COMMITTEE MEMBERS. A member of any Board, Commission or Committee, in his/her relations with fellow board members, shall:

1. Recognize that action at an official legal meeting is binding and that he/she alone cannot bind the board outside of such meeting.
2. Not make statements or promises of how he/she will vote on matters that come before the Board until he/she has had an opportunity to hear the pros and cons of the issue during a board meeting.
3. Uphold the intent of Executive Session and respect and protect the confidentiality of privileged communication that exists in Executive Session.
4. Make decisions only after all facts on a question have been presented and discussed.
5. Treat with respect the rights of all members of the board, despite differences of opinion.

6. In Public Meetings:

i. Practice civility and decorum in discussions and debate.

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. However, this does not allow public officers to make belligerent, personal, impertinent, slanderous, threatening, abusive or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated.

ii. Honor the role of the Mayor and Board Chairs in maintaining order.

It is the responsibility of the Mayor and respective Board Chairs to keep the comments of public officers on track during public meetings. Public officers should honor efforts by the Mayor and respective Board Chairs to focus discussion on current agenda items. If there is

a disagreement about the agenda or the Mayor's or respective Board Chairs actions, those objections should be voiced politely and with reason, following procedures outlined in this Code of Conduct.

iii. Avoid personal comments that could offend other elected officials.

If a board member is personally offended by the remarks of another board member, the offended board member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other board member to justify or apologize for the language used. The Mayor or respective Board Chair will maintain control of this discussion.

iv. Strive to demonstrate effective problem-solving approaches.

Public officers have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

v. Executive Session

Subjects which are appropriate for Executive Session must only be discussed in Executive Session unless a majority of the board decides otherwise. Pursuant to Section 105 of the New York Public Officers Law, the following subjects are appropriate for Executive Session:

- a. matters which will imperil the public safety if disclosed;
- b. any matter which may disclose the identity of a law enforcement agent or informer;
- c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- d. discussions regarding proposed, pending or current litigation;
- e. collective negotiations pursuant to article fourteen of the civil service law;
- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- g. the preparation, grading or administration of examinations, and
- h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

Such matters are to be treated as confidential pursuant to the requirements of Section 21-17 of the Village Code.

- 3. CONDUCT WITH EMPLOYEES AND STAFF** Governance of the Village relies on the cooperative efforts of elected officials, appointed officers and Village staff, who implement and administer the Village's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

1. Treat all staff as professionals.

Clear, honest communication that respects the abilities, experience and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

2. Do not disrupt Village staff from their jobs.

Elected officials should not disrupt Village staff while they are in meetings, on the phone or engrossed in performing their job functions in order to have their individual needs met.

3. Never publicly criticize an individual employee.

Elected officials should never express concerns about the performance of a Village employee in public or to the employee directly. Comments about staff performance should only be made to the employee's department head through private correspondence or conversation.

4. Do not get involved in administrative functions.

Elected officials must not attempt to influence Village staff on the hiring for existing positions, processing of development applications or granting of Village licenses and permits.

5. Do not attend meetings with Village staff unless requested by staff.

6. Limit requests for staff support.

Be respectful of staff time and their regular duties and responsibilities. Do not make unnecessary last-minute urgent requests of staff.

7. Do not solicit political support from staff.

Elected officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from Village staff. Village staff may, as private citizens with constitutional rights, support political candidates, but all such activities must be done away from the workplace and outside of work hours.

4. CONDUCT WITH PUBLIC

In Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual Public Officers toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony and comment.

1. Be fair and equitable in allocating public meeting time to individual speakers.

The Mayor or respective Board Chair will determine and announce limits on speakers at the start of the public comment process with the consent of the Board.

2. Ask for clarification, but avoid debate and argument with the public.

Only the Mayor or respective Board Chair can interrupt a speaker during a presentation. However, a board member can ask the Mayor or respective Board Chair for a point of order or point of information if the speaker is off the topic or exhibiting behavior or language the trustee or board member finds disturbing or would like further information from the speaker.

If a speaker becomes flustered or defensive by questions, it is the responsibility of the Mayor or respective Board Chair to calm and focus the speaker and to maintain the order

and decorum of the meeting. Questions by board members of the public testifying or speaking should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker.

3. No personal attacks of any kind, under any circumstance.

Public Officers should be aware that their body language and tone of voice, as well as the words they use, could appear to be intimidating or aggressive.

In Unofficial Settings

1. Make no promises on behalf of the Boards in which the Public Officers sits.

Public Officers will frequently be asked to explain a Village action or to give their opinion about an issue as they meet and talk with residents of the community. It is appropriate to give a brief overview of Village policy and refer to Village staff for further information. It is inappropriate to overtly or implicitly promise Board action, or to promise Village staff will do something specific (fix a pothole, allow special signage, etc.). Each Public Officer must remember that even though elected by the residents of the Village or appointed by the Mayor, each Public Officer has no separate authority from the Board upon which they sit. Only a decision in an open meeting by the Board as a body has any legal effect.

2. Remember that Public Officers actions are always being scrutinized.

The community is constantly observing Public Officers every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the Village. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Public Officers.

Adopted by the Village Board of Trustees: _____, 2022

Amended: _____

Village Board Meeting

Meeting Items

Agenda Item 4

Public Hearings 7 PM

- Proposed Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of Licensing and Establishing Retail Cannabis Dispensaries Within the Village of Pittsford
- Proposed Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of Licensing and Establishing On-Site Cannabis Consumption Establishments Within the Village of Pittsford

**NOTICE OF PUBLIC HEARING
VILLAGE OF PITTSFORD**

Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees on Tuesday, December 14, 2021, at 7:00 p.m. at 21 North Main Street, Pittsford, New York to consider a local law adopted pursuant to Cannabis Law § 131 Opting Out of Licensing and establishing Retail Cannabis Dispensaries within the Village of Pittsford.

Pursuant to the State Legislature Chapter 417 of the Laws of 2021 the Village Hall will be closed to the public during the Board of Trustees Meeting. The Members of the Village Board will be present at Village Hall or participating from their respective homes for this public hearing via video conference. If a Board member is participating from home, that home will be closed to the public as well for the reasons stated above.

The meeting will be made available for the public to view and hear thru video conferencing link.

A copy of the proposed local law is on file in the Office of the Village Clerk, where interested parties may request between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website www.villageofpittsford.com.

Village of Pittsford
Board of Trustees
Dorothea M. Ciccarelli, Secretary

Local Law _____ of 2021

Village of Pittsford, County of Monroe

**A Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of
Licensing and Establishing Retail Cannabis Dispensaries
Within the Village of Pittsford**

Section 1. Legislative Intent

It is the intent of this local law to opt the Village of Pittsford out of hosting retail cannabis dispensaries within its boundaries.

Section 2. Authority

This local law is adopted pursuant to Cannabis Law § 131 which expressly authorizes cities and villages to opt-out of allowing retail cannabis dispensaries to locate and operate within their boundaries.

Section 3. Local Cannabis Retail Dispensary Opt-Out

The Board of Trustees of the Village of Pittsford, County of Monroe, hereby opts out of allowing retail cannabis dispensaries from locating and operating within the boundaries of the Village of Pittsford.

Section 4. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and thus may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

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VILLAGE OF PITTSFORD**

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Village of Pittsford
Board of Trustees
Dorothea M. Ciccarelli, Secretary

Local Law _____ of 2021

Village of Pittsford, County of Monroe

**A Local Law Adopted Pursuant to Cannabis Law § 131 Opting Out of
Licensing and Establishing On-Site Cannabis Consumption
Establishments Within the Village of Pittsford**

Section 1. Legislative Intent

It is the intent of this local law to opt the Village of Pittsford out of hosting on-site cannabis consumption establishments within its boundaries.

Section 2. Authority

This local law is adopted pursuant to Cannabis Law § 131 which expressly authorizes cities and villages to opt-out of allowing on-site cannabis consumption establishments to locate and operate within their boundaries.

Section 3. Local Cannabis On-Site Consumption Opt-Out

The Board of Trustees of the Village of Pittsford, County of Monroe, hereby opts out of allowing on-site cannabis consumption establishments from locating and operating within the boundaries of the Village of Pittsford.

Section 4. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and thus may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

Village Board Meeting

Meeting Items
Agenda Item 5

Setting Permissive Referendum Vote of Cannabis Laws

Village Board Meeting

Meeting Items
Agenda Item 6

Setting of Public Hearing for NYS Stretch Energy Laws

Local Law ___ of 2021 of the Village of Pittsford, New York
Amending Chapter 105 of the Code of the Village of Pittsford, New York.

Whereas, the Village of Pittsford seeks to protect and promote the public health, safety, and welfare of its residents by mandating energy-efficient building standards. On May 12, 2020, the 2020 Energy Conservation Construction Code of New York State (2020 ECCCNY), adopted by the New York State Fire Prevention and Building Code Council, took effect and must be complied with unless a more restrictive energy code is voluntarily adopted by a local jurisdiction. In 2019, the New York State Energy Research and Development Authority (NYSERDA) developed and published the NYStretch Energy Code 2020 (hereinafter referred to as NYStretch), a supplement to the 2020 ECCCNY, and began promoting its local adoption as a more restrictive energy code. This proposed Code Amendment seeks to modify the Pittsford Village Code to adopt and enforce NYStretch, and

Whereas, to prevent a statewide patchwork of stricter energy codes, the New York State Energy Research and Development Authority (NYSERDA) developed the NYStretch Energy Code-2020 (NYStretch), and

Whereas, a stretch energy code is simply more stringent than the minimum base energy code that can be voluntarily adopted by local jurisdictions. NYStretch is a model stretch code that is 10 to 12% more efficient than the minimum requirements of the 2020 Energy Conservation Construction Code of New York State (2020 ECCCNY), and

Whereas, under NY Energy Law §11-109, the Village of Pittsford is authorized to adopt a local energy code more stringent than the Energy Code, and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Pittsford Board of Trustees hereby amends Chapter 105 of the Code of the Village of Pittsford as follows:

The first sentence of §105-1 shall be amended to read: “This Chapter provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code (the Uniform Code), State Energy Conservation Construction Code (the Energy Code), and the NYStretch Energy Code-2020 (NYStretch) in the Village of Pittsford.”

§105-2 shall be amended by adding “**NYSTRETCH**-the NYStretch Energy Code-2020”.

Wherever Chapter 105 of the Code of the Village of Pittsford contains the phrase “... the Uniform Code, the Energy Code, and this chapter ...” that phrase will now read “... the Uniform Code, the Energy Code, NYStretch, and this chapter ...”.

Wherever Chapter 105 of the Code of the Village of Pittsford contains the phrase “... the Uniform Code, the Energy Code, or this chapter ...” that phrase will now read “... the Uniform Code, the Energy Code, NYStretch, or this chapter ...”.

Wherever Chapter 105 of the Code of the Village of Pittsford contains the phrase “... the Uniform Code and the Energy Code ...” that phrase will now read “... the Uniform Code, the Energy Code and NYStretch ...”.

Wherever Chapter 105 of the Code of the Village of Pittsford contains the phrase “... the Uniform Code or the Energy Code ...” that phrase will now read “... the Uniform Code, the Energy Code or NYStretch ...”.

Severability, if any section or subdivision, paragraph, clause, phrase of this law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

EFFECTIVE DATE: This local law shall take effect immediately upon its adoption by the Village Board of the Village of Pittsford and the filing thereof with the New York Secretary of State.

Village Board Meeting

Meeting Items
Agenda Item 7

Resolution Adopting the NYS Unified Solar Permit

RESOLUTION NO. _____ - 2021

ADOPTION OF THE NEW YORK STATE UNIFIED SOLAR PERMIT

WHEREAS, The Village of Pittsford duly adopted the “NYS Fire Prevention and Building Construction” code to provide minimum requirements to safeguard the public safety; and

WHEREAS, The Village of Pittsford Code Enforcement Officer, who administers and enforces all provisions of the New York State Uniform Fire Prevention and Building Code, the New York State Energy Code, and the Village of Pittsford Code; and

WHEREAS, The Village of Pittsford requires, among other things, the issuance of a building permit for the construction, enlargement, alteration, repair, removal or demolition of any building or other structure; and

WHEREAS, The New York State Uniform Fire Prevention and Building Code regulates the design, construction, installation, alteration and repair of equipment and systems using solar systems; and

WHEREAS, The New York State Energy Research and Development Authority has developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes; and

WHEREAS, The Board of Trustees of the Village of Pittsford desires to promote the streamlining of the application process for small-scale photovoltaic system installations under 25 kW in size by adopting the New York State Unified Solar Permit application form and implementing the new procedures,

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Pittsford hereby adopts the New York State Unified Solar Permit application form and procedures for the installation of small-scale photovoltaic systems; and it is further

BE IT FURTHER RESOLVED, The Village of Pittsford Code Enforcement Officer is hereby directed to use said New York State Unified Solar Permit application form and procedures in the issuance of building permits for the installation of small-scale photovoltaic systems.

The foregoing resolution, having been put to a vote, the following votes were recorded:

Mayor Alysa S. Plummer
Trustee Renee Stetzer
Trustee Lili Lanphear
Trustee Dan Keating
Trustee Justin Leitgeb

This resolution was adopted.

Village Board Meeting

Meeting Items
Agenda Item 8

Donation Guidelines / Tree Donation Application

- Acceptance of Tree Donation

VILLAGE OF PITTSFORD
Tree Donation Program

Your donation of a tree will be a wonderful contribution to the beauty and health of our community. A tree may be planted in your name, in memory of a loved one, in honor of someone special, or to celebrate a special occasion or milestone.

A donation of \$450 covers the costs of a healthy, attractive, and substantial tree. The species and location of the new tree will be selected by Village staff from an approved list of natives and naturalized non-invasive trees. It will be professionally planted and maintained to ensure that it thrives. Your gift will be honored with a plaque by the tree as a permanent record of your generous donation to our community. We are grateful for your contribution to our greenspace. It furthers our Village's goal of a healthier and more environmentally sustainable community with benefits that will be enjoyed for generations.

For additional information and details about the program please contact the Village Clerk at 585-586-4332 or by e-mail at villageclerk@villageofpittsford.com.

Name of Person(s) Making Donation:

Address: _____

Phone: _____

E-mail: _____

Name of person(s) being honored: _____

description of special event or milestone: _____

Please return this completed form along with your payment of \$400 (check payable to Village of Pittsford) 21 N. Main Street Pittsford, NY 14534.

**VILLAGE OF PITTSFORD
GIFT AND DONATION POLICY**

1. This Village of Pittsford Gift and Donation Policy applies to both unrestricted and restricted gifts and donations.
2. All offers of gifts and donations will be forwarded to the Village Clerk.
3. Any such offer of a gift or donation will be placed for consideration on the agenda of the next available Village of Pittsford Board of Trustee Meeting.
4. In the event that the Village of Pittsford Board of Trustees accepts the offer of the unrestricted or restricted gift or donation then:
 - An unrestricted gift or donation shall be deposited by the Village Treasurer in the Village General Operating Account and may be utilized at the discretion of the Village of Pittsford Board of Trustees to satisfy the financial obligation or obligations of the Village.
 - A restricted gift or donation shall be deposited by the Village Treasurer in the appropriate Village account and designated as a specific fund which may only be utilized for the restricted purpose of that gift or donation.
5. The Village Clerk, at the direction of the Village of Pittsford Board of Trustees, shall send the donor a written acknowledgement of such gift or donation.
6. In the case of a restricted gift or donation, and at the discretion of the Board of Trustees, in appropriate cases there shall be a plaque commemorating such gift or donation.
7. The maintenance and/or repair of any item purchased as a result of a restricted gift or donation shall be at the discretion of the Village of Pittsford Board of Trustees.

Village Board Meeting

Meeting Items
Agenda Item 9

Seasons of Light

Village Board Meeting

Meeting Items
Agenda Item 10

Naming of DPW Equipment

Village Board Meeting

Meeting Items
Agenda Item 11

Municipal Composting

April 26th, 2021

Jackie,

Here is our proposed pricing for a municipal-led food scrap collection program for the Village of Pittsford. I am happy to discuss at your convenience.

Option #1

Residential Curbside 5-gallon bucket swap

IE to provide buckets

Weekly swap

Customers receive finished compost back 2X/year (delivered to their homes)

Customers receive access to our customer portal software where they can manage their account

Buckets are collected by IE, dumped at farm, cleaned and put back into circulation

Billing can be aggregated and charged to the Village monthly

1-year pilot program

\$15/month/per user (\$180/year - prorated for those that join after the initial setup)

Option #2

Bucket swap at a predetermined location within the Village (DPW/Community Center/etc)

Village to provide buckets

Weekly pickup at swap location

Customers receive finished compost back 2X/year (delivered to swap location)

Buckets are collected by IE, dumped at farm, cleaned and put back into circulation

Billing charged to the Village monthly

1-year pilot program

\$3/bucket swap

Option #3

Toter swap at a predetermined location within the Village (DPW/Community Center/etc)

IE to provide toters

Weekly pickup at swap location

Customers receive finished compost back 2X/year (delivered to swap location as a pile that users would need to bring their own containers to collect)

Toters are collected by IE, dumped at farm, cleaned and put back into circulation

Billing charged to the Village monthly

1-year pilot program

32-gallon \$10/toter/swap, 64-gallon \$15/toter/swap, 96-gallon \$20/toter/swap

I can modify these based on feedback from the Village. Thank you for your patience.

Be well,

Robert M. Putney Jr.
CEO & Co-founder
585-478-2014
robert@impactearthroc.com

Village Board Meeting

Meeting Items
Agenda Item 12

Project Plan for Treasurer Training

Village Board Meeting

Meeting Items Agenda Item 13

Update on non-vaccinated office staff compliance with Covid testing policy.