

# VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827.



*Village Hall ca 1855 (remodeled 1937)*

## Village of Pittsford Board of Trustees Meeting February 10, 2022, 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. Cannabis Referendum follow up
2. Public Hearings 7 PM
  - Proposed Special Permit – 18 S. Main Street, Hair Salon
  - Proposed Local Law - to consider amending chapter 184 of the code of the Village of Pittsford to allow an exemption for Volunteer Fire and Ambulance Workers.
  - Proposed Local Law – to consider the adoption of a proposed local law to override the tax levy limit established by General Municipal Law § 3-c.
3. Non-Municipal Use Permit – Pittsford Food Tours
4. SRF – Median Design for State Street
5. Update on NYSDOT resurfacing/restriping & pedestrian median on N. Main Street.
6. Designating Juneteenth as a Village Holiday
7. Customer Service Survey
8. Village Revenues
9. Budget Meeting Schedule
10. Discussion of the Position of Treasurer for the Village of Pittsford
11. Covid Update
12. Naming the Village Plows

#### Member Items

#### Public Comment

Next Scheduled Meeting –Regular Meeting February 24, 2022 \*Subject to Change Without Notice

Village Board Meeting

Department Reports

Building Inspector Report

Building Inspector report–01/06/2022 – 02/08/2022

During period issued 7 permits for \$817 in permit fees and \$109,500.00 in improvements

Worked with residents and businesses for 5 HPB applications: 21 Washington Ave – roofing, St Louis Church – new air handler system, 15 Elmbrook – removal and relocation of a doorway/expand window, 24 Washington Ave. – moving windows, Village of Pittsford – new back entrance.

Worked with Zack and a resident to contact resident at 10 Austin park for water issue, pipe had burst due to the heating system being shut off instead of down, directed person to shut down house water service and restart heating system

Plan review for addition at 24 Monroe Ave

Attended new MS4 Stormwater permit training

Was able to work with St. Louis church and acquire a variance for lot coverage and also site plan approval for the much needed new air handler system

I have reached out and gotten an initial estimate for what it would take to have a geothermal heating and cooling system installed at the Village hall to replace the old oil furnaces, have reached out to several other companies and awaiting responses

Along with above working with representative for clean air communities to heighten our status/gain points for non matching grant possibilities

Inspections: 26 Boughton – ongoing addition/stairway issues, , 4 Courtenay circle – ongoing addition, 6 Washington ave – fencing, 60 N. Main – fuel leak issue, DelMonte – snow/handicap parking issues.

Have again contacted Casella haulers in regards to early morning refuse pickups at 50 State St. which wakes up the residents.

Conducted 12 fire inspections, two failures, already been corrected

I have read and processed over 310 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 95 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 one project this past month that was being done without the proper permitting , now compliant

# Village Board Meeting

## Department Reports

- DPW Report

## DPW Report February 2022

### Garbage:

- Mondays and Fridays

### Sewer Siphon Inspections:

- Fridays

### Woodcreek:

- Xylem installed a new flush valve on Pump 1
- Both pumps now have a flush valve, to help clean out floating solids that collect in the barrel, as the cycle on.

### Plowing/Salting/Snow Removal:

- 143 overtime manhours from 1/15 through 2/5

### Shop Repairs:

- NYSIF Inspection Punchlist
- Interior/Exterior Lighting Repairs
- House Cleaning\

### Vehicles/Equipment:

- Routine service and maintenance
- Toolcat floor pan rotting out. Covered with old street signs and sealed with RTV silicone

### UFPO Stakeouts:

- 18 utility location requests
- Most for the replacement of utility poles

### Safety Committee:

- Pre-trip inspection logs for DPW vehicles. Possibly doing this digitally through an app that Trustee Keating is creating
- Possible replacement and upgrade of the CB radios we use through a safety grant offered by NYS that Sophie Ziakas applied for. Max grant amount is \$5,000. Full replacement of the CB radios: approx. \$11,000

Village Board Meeting

Department Reports

Village Attorney

# Village Board Meeting

## Department Report

## Treasurers / Village Clerk Report

- Bill Pay
- Financial Review

## TREASURER'S REPORT

Submitted by

Brooklyn Thomas

2/08/2022

- Voucher for approval – Abstract #19
  - General fund (441-466) \$22,912.71
  - Sewer fund (460) \$80.24
  - **Total vouchers for approval: \$22,992.95**

# Village Board Meeting

Department Reports

Minutes

Village Board Meeting Minutes – January 11, 2022

# Village Board Meeting

Meeting Items  
Agenda Item 1

Cannabis Referendum follow up

# Village Board Meeting

## Meeting Items Agenda Item 2

### Public Hearings – 7 PM

1. Proposed Special Permit – 19 S. Main Street, Hair Salon
2. Proposed Local Law - to consider amending chapter 184 of the code of the Village of Pittsford to allow an exemption for Volunteer Fire and Ambulance Workers.
3. Proposed Local Law – to consider the adoption of a proposed local law to override the tax levy limit established by General Municipal Law § 3-c.

**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, February 10, 2022, at 7 p.m. at 21 North Main Street, Pittsford, New York. The Board will be considering a Special Permit application for 18 South Main Street, for the purpose of operating a salon.

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 application is on file in the Office of the Village Clerk, where interested parties may inspect between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website [www.villageofpittsford.com](http://www.villageofpittsford.com).

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

**APPLICATION TO THE BOARD OF TRUSTEES**

**SPECIAL PERMIT**

**VILLAGE OF PITTSFORD**

**21 NORTH MAIN STREET PITTSFORD, N.Y. 14534**


Date: 12/28/21


Fee: \$250.00

VILLAGE OF PITTSFORD  
DEC 28 21 PM 3:57

Property Address: 18 South Main St.

Tax Account Number: 87-2975605 Zoning District: VCB + TOD

Owner's Address: 2850 Clover St Pittsford NY Telephone:   
14534

Applicant: JESSICA WELAND Telephone: 

Applicant's Address: 42 Preservation Trail Unit E Webster NY, 14580

Applicant is: Owner  Lessee/Tenant  Agent  Other

If Other, Explain: \_\_\_\_\_

1. Provide a description of the activity that is planned for this location:

HAIR SALON  
\_\_\_\_\_  
\_\_\_\_\_

2. Describe how the proposed activity will affect existing parking:

MAX OF 5 EMPLOYEES FOR MAX 8 HRS / MAX OF 5 CURS. FOR MAX OF 2 HRS

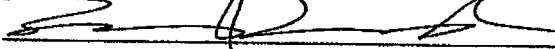
3. Describe how trash/refuse will be handled for the proposed activity:

LANDFILL - PROVIDED REFUSE & RECYCLING BINS LOCATED ON BACK-SIDE  
OF BLDG. & PICKED UP ONCE/WEEK.

4. Proposed Hours of Operation: 9am - 7pm UP TO 7 DAYS/WEEK

**Owner's Statement:** I am the owner of the above property and I have read and approve this application. If the applicant is other than the owner, I authorize the applicant to proceed as agent.

Applicant's Name-Printed: Bernard Birnbaum

Signature:  Date: 12/28/21

**Applicant's Statement:** I hereby certify that the information submitted is, to the best of my knowledge, true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: If any additional information is required by the Board, during the meeting, it is the responsibility of the applicant to provide such information, prior to the deadline of the subsequent meeting, or it will not be heard.

SEQUENCE:

1. This application will place you on the next available Board of Trustee meeting agenda.
2. The application will be forwarded to the Planning Board and that Board will provide formal recommendations back to the Board of Trustees.
3. The applicant will be notified by the Village Clerk as to the date that the application will be placed on the Board of Trustee's meeting agenda for final disposition. The date is dependent upon providing the required notification for a Public Hearing.
4. The \$250.00 fee will be required with the filing of this application.
5. The applicant is encouraged to attach any additional information (drawings, layouts, seating plans, etc.) that will supplement this application.

## **Village Code Section 210-35. Special Permit Uses in all zoning districts**

A. All uses labelled with "SP" in the use tables of Chapter 210 may be permitted upon application to and with the approval of the Village Board of Trustees:

- 1) Public Hearing: Any use for which a special permit is required shall be considered at a public hearing held by the Village Board of Trustees.
- 2) Decisions: The Village Board of Trustees may approve with or without modifications or conditions or deny an application for a special permit.
- 3) Standards for a Special Permit Application Review: No special permit shall be granted unless and until the applicant has demonstrated to the satisfaction of the Village Board of trustees that:
  - a) Access to the site and the size of the site are adequate for the proposed use.
  - b) The proposed use will not adversely affect the orderly pattern of development in the area.
  - c) The nature, duration and intensity of the operations which are involved in or conducted in connection with the proposed use will be in harmony with nearby uses and will not alter the essential character of the neighborhood nor be detrimental to the residents thereof.
  - d) The proposed use will not create a hazard to health, safety or the general welfare.
  - e) The proposed use will not be detrimental to the flow of traffic in the vicinity.
  - f) The proposed use will not place an excessive burden on public improvements, facilities, services or utilities.
  - g) The proposed site is located more than 100 feet from any residentially zoned and/or used property or is situated so that it may be demonstrated that existing or proposed features of the site will mitigate any potential adverse effect on the residential property.
  - h) The proposed use will not create noise, late-night activity, or extended hours of operation, odors, noise from mechanical equipment or other conditions that may be detrimental to either the quality of life of nearby residents and businesses or to the general welfare of nearby residential neighborhoods.

C. Expiration of a Special Permit:

- 1) A special permit shall authorize only one specific use.

Said permit shall expire if :

- a) The use does not begin operation within one year of the date on which the approval for said permit was granted.
- b) The use, once begun, ceases operation, for any reason, for more than six (6) consecutive months.
- c) The operation of the use is transferred, by any means, to an individual or individuals, or to an entity other than the applicant to which the special permit was granted.

CI. Expansion of a Special Permit Use: The nature, duration and intensity of the operations which are involved in or conducted in connection with any use for which a special permit has been granted shall not be increased or expanded without the approval of the Village Board of Trustees. Any expansion of a use which requires a special permit shall be considered at a public hearing in the same manner as otherwise provided in this article.

**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, February 10, 2022, at 7 p.m. at 21 North Main Street, Pittsford, New York. The Board to consider amending chapter 184 of the code of the Village of Pittsford to allow an exemption for Volunteer Fire and Ambulance Workers.

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 inspect between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website [www.villageofpittsford.com](http://www.villageofpittsford.com).

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

**BE IT ENACTED BY THE  
VILLAGE BOARD OF THE  
VILLAGE OF PITTSFORD  
NEW YORK  
AS FOLLOWS:**

**LOCAL LAW NO.    OF 2022:  
AMENDING CHAPTER 184 OF THE CODE OF THE VILLAGE OF  
PITTSFORD TO ADD A TAX EXEMPTION  
FOR VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE  
WORKERS**

Sec. 1            Title

This Local Law shall be known as “Local Law No.    of 2022: Amending Chapter 184 of the Code of the Village of Pittsford to add a tax exemption for Volunteer Firefighters and Volunteer Ambulance Workers.

Sec. 2            Purpose and Findings

It is the purpose of this Local Law to implement the authority granted to local taxing jurisdictions by Real Property Tax Law Section 466-k — Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers. The Village Board of the Village of Pittsford finds and hereby determines that New York Real Property Tax Law Section 466-k makes available a tax exemption for volunteer fire and ambulance service workers at the option of the local municipality. The Village Board further finds and determines that the Village of Pittsford should exercise said option and implement said tax exemption because it would enhance the ability to recruit and retain the volunteers that are the lifeblood of the volunteer fire and ambulance organizations currently serving the residents of the Village of Pittsford. Recruiting and retaining sufficient volunteers to serve these important functions is essential to maintaining the high quality of emergency service in our community and saving its taxpayers the significant expense of paid staff.

Sec. 3            Grant of Property Tax Exemption for Volunteer Firefighters and Volunteer  
Ambulance Workers

Chapter 184 of the Village Code, “Taxation” shall be amended to add “Article VIII - Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers” as follows:

Article VIII. Tax Exemption for Volunteer Firefighters and Volunteer Ambulance  
Workers.

§ 184-31 - Legislative Intent

The Real Property Tax Law has been amended by the addition of a new § 466-k which permits a village to grant a partial tax exemption on real property owned by an enrolled member of an incorporated volunteer fire company, fire department or

incorporated voluntary ambulance service or such enrolled member and spouse. Said partial exemption is 10% of the assessed value of such property for all Village and special district purposes, exclusive of special assessments.

#### § 184-32 - Grant of exemption

An exemption of 10% of assessed value of property owned by an enrolled member as set forth below or such enrolled member and spouse is hereby granted from taxation with respect to Village and special district purposes, exclusive of special assessments.

#### § 184-33 - Eligibility.

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service provided that:

A. The applicant resides in the Village of Pittsford and the Village of Pittsford is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service in which the applicant is an enrolled member;

B. The property is the primary residence of the applicant;

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

D. The applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company or fire department as an enrolled member of such incorporated volunteer fire company or fire department for at least 2 years or the applicant has been certified by the authority having jurisdiction for the incorporated voluntary ambulance service as an enrolled member of such incorporated voluntary ambulance service for at least 2 years.

#### § 184-34 - Grant of lifetime exemption.

Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than 20 years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service shall be granted the 10% exemption as authorized by this chapter for the remainder of his or her life as long as his or her primary residence is located within the Village of Pittsford, New York.

#### § 184-35 - Application.

Application for such exemption shall be filed with the Town Assessor on or before the taxable status date on a form as prescribed by the Commissioner of Tax and Finance.

§ 184-36 - No diminution of benefits.

No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of Article 4 of the Real Property Tax Law on the effective date of this article shall suffer any diminution of such benefit because of the provisions of this article.

§ 184-37 - Certification.

Each incorporated volunteer fire company, incorporated volunteer fire department and incorporated voluntary ambulance service shall file a notice annually, prior to the applicable taxable status date, with the Town Assessor certifying its enrolled members with 2 or more years of service. Such notice shall list as of the applicable taxable status date the number of years of service served by each such enrolled member and such enrolled member's address of residence.

Sec. 4. Repeal, Amendment and Supersession of Other Laws

All other Ordinances or Local Laws of the Village of Pittsford which are in conflict with the provisions of this Local Law are hereby superseded or repealed to the extent necessary to give this Local Law force and effect during its effective period.

Sec. 5 Severability

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Sec. 6 Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

**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, February 10, 2022, at 7 p.m. at 21 North Main Street, Pittsford, New York. The Board consider the adoption of a proposed local law to override the tax levy limit established by General Municipal Law § 3-c.

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.

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

LOCAL LAW  
VILLAGE OF PITTSFORD

Section 1. Legislative Intent

It is the intent of this local law to allow the Village of Pittsford to adopt a budget for the fiscal year commencing June 1, 2022, that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government’s governing body to override the property tax for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3. Tax Levy Limit Override

The Board of Trustees of the Village of Pittsford, County of Monroe, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2022, that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

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.

# Village Board Meeting

Meeting Items  
Agenda Item 3

Non-Municipal Use Permit

Pittsford Food Tours

**From:** [Cheri Davenport \(cheri@flowercityfoodtours.com\)](mailto:cheri@flowercityfoodtours.com)  
**To:** [Village Clerk](#)  
**Subject:** Permit Application  
**Date:** Tuesday, January 25, 2022 2:09:26 PM  
**Attachments:** [Pittsford Permit Application 2022.pdf](#)

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Dorothea,

Attached is the permit application you requested before tomorrow. Please confirm receipt of this and also let the board know that I understand the approval would be contingent on an executed insurance policy as in the past. Due to COVID and an uncertainty about if/when I can resume tours, I am unable to secure insurance at this time.

Thank you!

Again, please let me know you got this okay.

-Cheri



Village of Pittsford Non-Municipal Use Permit Application

Organization: Chez Rose, LLC dba Pittsford Food Tours

Event and Description: 3 hour walking food tour for up to 12 people  
Guests enjoy food tastings at many great establishments  
in Pittsford Village while historical, cultural & architectural  
points of interest are highlighted along the way by engaging tour guides

Event Date(s): May thru November <sup>Thursdays + Saturdays</sup> (start date pending due to COVID)

Event Location: Pittsford Village/Schoen Place

Parking Location: Parking Lots available in Schoen Place

Estimated Guest Count: 2-12 per tour

Organization Contact: Cheri Davenport

Telephone: 585-415-2656

E-mail: Cheri@pittsfordfoodtours.com

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 Board Meeting

Meeting Items  
Agenda Item 4

SRF \_ Median Design for State Street

Mayor Alysa Subtelny Plummer  
Village of Pittsford  
21 North Main Street  
Pittsford, New York 14534

February 9, 2022

**RE: Proposed State Street Median Concept, Village/Town of Pittsford, NY**  
Professional Engineering Services Proposal

Dear Mayor Plummer:

We are pleased to provide the following proposal for Phase 1 Professional Engineering Services related to the design of a median on State Street at the Village/Town line.

This Phase 1 proposal includes preparation of advanced concept plans and potential alternatives for a proposed median along State Street between Durham Way and Wood Creek Drive that considers and addresses pertinent factors such as right of way, drainage, utilities, emergency response vehicles, constructability, etc., all with a minimal level of design detail at this phase. Final design plans and permitting will be covered in Phase 2 with a supplemental additional services agreement, pending approval of Phase 1 design concepts from New York State Department of Transportation and local emergency service providers.

The attached work scope outline (Attachment "A" dated February 9, 2022) can be completed for a **lump-sum fee of \$6,700**. This fee is exclusive of reimbursable expenses such as: plan reproduction, delivery/postage, mileage, etc. These expenses will be billed to you at cost plus 10% in addition to the proposed fee. Billing will be made by the 15th of the month for the portion of work completed at that time. Payment is due upon receipt of invoice. Invoices will be sent via email to the client listed above.

Additional work items beyond the scope of work outlined would be entirely at your discretion, and we would not proceed without your authorization.

If the described work items and cost estimate are in line with your expectations, please indicate your understanding and acceptance of this agreement by signing and returning the attached Acknowledgement and Authorization page.

Respectfully Submitted,  
SRF Associates, D.P.C.



David Kruse, AICP, PTP  
Senior Transportation Planner

**ATTACHMENT "A"**

**PROPOSED STATE STREET MEDIAN CONCEPT  
PROFESSIONAL ENGINEERING SERVICES**

Village/Town of Pittsford, NY

**WORK SCOPE OUTLINE**

February 9, 2022

**A. GENERAL WORK SCOPE:**

1. Project coordination with client to verify the proposed project and assumptions.
2. Perform kick-off meeting with key stakeholders from the Village, Town, NYSDOT, and emergency service providers.
3. Obtain existing record information from NYSDOT related to the existing roadway.
4. Perform field review of roadway and travel operations at the project site. This task includes an off-peak bi-directional speed study to determine average and 85<sup>th</sup> percentile vehicle speeds.
5. Develop appropriate alternatives at the project site by considering right of way, drainage, utilities, emergency response vehicles, constructability, etc. for discussion with the Village of Pittsford, Town of Pittsford, NYSDOT, and local emergency service providers.

**B. DELIVERABLES:**

6. Prepare conceptual plan drawings indicating feasible alternatives, including benefits and impacts of each.
7. Meet with Village, Town, NYSDOT, and emergency service providers to present and discuss the alternatives.
8. Refine and develop preferred alternative based upon the feedback obtained from Task B.6.
9. Summary of project and recommendations will also be presented in a Technical Letter submitted to the client.
10. Submit preferred advanced concept plans and Technical Letter to NYSDOT for review and approval.
11. Up to three (3) meetings with client and interested agencies are included in this assignment.
12. Standard administrative tasks including QA/QC review, project coordination, and billing.
13. Teleconferencing and coordination with client and review agencies.

**ATTACHMENT "A"**

**PROPOSED STATE STREET MEDIAN CONCEPT  
PROFESSIONAL ENGINEERING SERVICES**

Village/Town of Pittsford, NY

**WORK SCOPE OUTLINE**

February 9, 2022

**C. ASSUMPTIONS:**

1. The Scope of Work identified in this proposal is for conceptual design services only. Detailed design for the purpose of construction and obtaining a highway work permit are not included but can be provided as additional services once the preferred concept is accepted by the NYSDOT and Village of Pittsford and Town of Pittsford.
2. Final design drawings would also require the services of a professional land surveyor. SRF would obtain costs for any survey information needed to complete the design.
3. Any major changes to the preferred concept, as a result of the Village, Town, or NYSDOT comments/changes may require additional design services and shall be renegotiated as an addendum to this contract.

**D. FEE SCHEDULE:**

The services described herein can be completed for a **lump-sum fee of \$6,700.**

This fee is exclusive of reimbursable expenses such as: plan reproduction, delivery/postage, mileage, etc. These expenses will be billed to you at cost plus 10% in addition to the proposed fee. Billing will be made by the 15th of the month for the portion of work completed at that time. Payment is due upon receipt of invoice.

Any work beyond the scope identified in this proposal, such as additional meetings required by the reviewing agencies, are not included in our scope or budget estimate. Additional work items beyond the scope of work outlined would be entirely at your discretion, and we would not proceed without your written authorization. Additional services, if required and approved by your office, will be billed at the hourly rates listed below.

Principal	\$215
Senior Managing Design Engineer	\$175
Senior Managing Traffic Engineer	\$175
Senior Transportation Planner	\$130
Engineer	\$85
Engineering Technician	\$65
Administrator	\$85

\* Rates listed are effective as of 01/01/22

**ATTACHMENT "A"**

**PROPOSED STATE STREET MEDIAN CONCEPT  
PROFESSIONAL ENGINEERING SERVICES**

Village/Town of Pittsford, NY

**WORK SCOPE OUTLINE**

February 9, 2022

**E. WORK SCHEDULE:**

The work included in this proposal can be started immediately and be completed in approximately 60 days from project authorization.

If the described work items and cost estimate are in line with your expectations, please indicate your understanding and acceptance of this agreement by signing and returning the attached Acknowledgement and Authorization page.

**ATTACHMENT "A"**

**PROPOSED STATE STREET MEDIAN CONCEPT  
PROFESSIONAL ENGINEERING SERVICES**

Village/Town of Pittsford, NY

**WORK SCOPE OUTLINE**

February 9, 2022

**ACKNOWLEDGEMENT & AUTHORIZATION:**

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Authorized Customer Signature

---

Print Name

---

A/P Contact Name

---

A/P Contact Email

---

A/P Contact Phone

---

Date

---

PO/Job #



# Village Board Meeting

Meeting Items  
Agenda Item 5

Update on NYSDOT resurfacing/restriping & pedestrian median on N. Main Street

# Village Board Meeting

Meeting Items  
Agenda Item 6

Designating Juneteenth as a Village Holiday

## Comments from Christian Casini

For non-union employees, the Village can simply designate Juneteenth as a paid holiday. If there are employees required to work that day, it can give those employees comp time or a floating holiday. Use the term that makes the most sense. If employees don't already have comp time, I would use the term floating holiday.

For union employees the Village cannot just grant an additional paid holiday (although I am sure no one would complain). Since paid holidays are a term and condition of employment it is an issue of mandatory bargaining. The Village will have to consult the union representatives. So, the Village will want to consider what its proposal will be for the holiday. The things the Village will want to consider first are:

Will it be a paid holiday?

Does the Village want to substitute Juneteenth for another paid holiday, or will this be an additional day?

Will union members required to work on Juneteenth receive a floating holiday/comp time?

Will the paid holiday only be observed when it falls on weekdays? (Juneteenth falls on a Sunday in 2022).

# Village Board Meeting

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Agenda Item 7

Customer Service Survey

# Village Board Meeting

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Village Revenues

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Budget Meeting Schedule

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Covid Update

# What to do if...

...you are exposed to someone with COVID-19?

Do you have symptoms now?

NO

YES

Fully vaccinated & boosted  
**OR** Fully vaccinated but not eligible to be boosted

Fully vaccinated & eligible for a booster but not boosted **OR** not fully vaccinated

- No quarantine
- Wear a mask around others for 10 days
- If symptoms arise at any time, quarantine and get tested.
- If you can, get tested on day 5 even if you don't feel sick

**Negative Test?**

Quarantine ends. Continue to mask.

- Quarantine for 5 days
- Wear mask around others for an additional 5 days
- If symptoms arise at any time, continue quarantine and get tested
- **Even if test is negative,** finish quarantine and mask for additional 5 days

Regardless of vaccine status:

- Isolate and get tested

**Not tested?**

- Stay home, isolate from everyone in household for 5 days or until you feel better
- Continue to mask for additional 5 days

...you test positive for COVID-19

Is it a lab-confirmed test?

Is it an at-home test?

**ISOLATE**

Stay home and separate from others in your household for at least 5 days.

**REPORT IT**

Fill out an Isolation Order Request form online.  
[www.monroecounty.gov](http://www.monroecounty.gov)

**ISOLATE**

Stay home and separate from others in your household for at least 5 days.

**SNAP IT**

Take a picture of your positive test result.

**REPORT IT**

Fill out an Isolation Order Request form online  
[www.monroecounty.gov](http://www.monroecounty.gov).  
Upload the picture of your positive test.

**What about after 5 days?**

If your symptoms are resolving, you may end your isolation period. If you still don't feel well, end isolation when you feel better.

**BUT** – continue to wear a well-fitting mask whenever you're around other people for another 5 days.



ADAM J. BELLO  
COUNTY EXECUTIVE

**From:** [esd.sm.nys-fingerlakes](mailto:esd.sm.nys-fingerlakes) ([nys-fingerlakes@esd.ny.gov](mailto:nys-fingerlakes@esd.ny.gov))  
**To:** [esd.sm.nys-fingerlakes](mailto:esd.sm.nys-fingerlakes)  
**Subject:** GOVERNOR HOCHUL ANNOUNCES WINTER TOOLKIT FOR NEW PHASE OF COVID RESPONSE: KEEP NEW YORK SAFE, OPEN AND MOVING FORWARD  
**Date:** Wednesday, February 9, 2022 2:59:15 PM

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**For Immediate Release: 2/9/2022**

**GOVERNOR KATHY HOCHUL**

**GOVERNOR HOCHUL ANNOUNCES WINTER TOOLKIT FOR NEW PHASE OF COVID RESPONSE: KEEP NEW YORK SAFE, OPEN AND MOVING FORWARD**

***Statewide Indoor Business Mask or Vaccine Requirement to be Lifted Starting February 10, Remains Optional for Businesses, Local Governments, Counties***

***Masks Will Still Be Required In Hospitals, Nursing Homes, Shelters, Transportation and Other Related Entities***

***Requirements Related To Masks in Schools Continue and Will Be Reevaluated in Early March, After Mid-Winter Break, Based on Public Health Data***

***Health Care, Business and Labor Leaders Praise Governor Hochul's Scientific, Evidence-Based COVID-19 Response***

***View Governor Hochul's Presentation [Here](#)***

Governor Kathy Hochul today announced New York's new [Winter Toolkit](#) for the new phase of the pandemic, aiming to keep New York safe, open and moving forward. The Winter Toolkit focuses on five core areas: protecting the most vulnerable New Yorkers, increasing vaccinations and boosters, strengthening our health care system, empowering local leaders, and supporting individuals facing the long-term effects of COVID.

"As we begin a new phase in our response to this pandemic, my top priority is making sure we keep New York safe, open and moving forward," **Governor Hochul said.** "I want to thank the health care workers, business owners and everyday New Yorkers who acted responsibly during the Omicron surge by masking up and getting vaccinated. But make no mistake: while we're moving in the right direction, this pandemic isn't over and our new Winter Toolkit shows us the path forward."

Governor Hochul announced that the statewide indoor business mask-or-vaccine requirement will be lifted starting Thursday, February, 10, and will remain optional for

businesses, local governments and counties to enforce. This protocol, a temporary measure implemented on December 10 as statewide cases spiked, was an effective tool to address the winter surge and the rise of the Omicron variant. With case counts plummeting and hospitalizations sharply declining, this temporary measure is no longer needed statewide. Counties, cities, and businesses will be able to opt into the mask-or-vaccine requirement if they so choose.

Masks remain a critical tool to fight the spread of COVID-19, and mask requirements will remain in place in certain high-density settings. All health care settings regulated by the Department of Health and other related state agencies will continue to require masks. Masks will also be required in nursing homes, adult care facilities, correctional facilities, detention centers, homeless shelters, and domestic violence shelters, public transit and transportation hubs, as well as trains, planes and airports in accordance with federal regulations.

Governor Hochul also announced plans to assess the mask requirement in schools in early March, to ensure students can continue learning in-person and in the classroom. The assessment will be based on public health data, including key metrics like cases per 100,000 residents, hospital admission rates, vaccination rates, global trends and pediatric hospitalizations. Plans are already underway to distribute two tests for every K-12 student ahead of midwinter break, and continue distribution the following week when students return to school. In the meantime, Governor Hochul has directed the Department of Health to work on preliminary guidance, with input from educators and parents, to keep students and teachers safe.

With a new phase of the pandemic beginning, Governor Hochul unveiled a new Winter Toolkit to help keep New Yorkers safe. The toolkit includes efforts to:

1. Protect the most vulnerable
2. Increase access to vaccines, boosters and testing
3. Strengthen the health system
4. Empower local leaders
5. Support New Yorkers facing long-term COVID effects

### **Protecting the Most Vulnerable**

New York State will continue to acquire and distribute masks and tests to New Yorkers to ensure those who need them can access them. The state's test stockpile contains 92 million tests. Over 14.2 million tests have been distributed to schools and tests will continue to be distributed as needed. 4.2 tests have been distributed to nursing homes, 2.4 million tests to adult care/congregate facilities, and 4 million tests to counties.

1.28 million masks have been distributed to nursing homes and 5.5 million masks have been distributed to counties.

Visitation rules in nursing homes will remain in place. Visitors must show proof of a negative test within 24 hours of their visit and masks will remain required.

Tests will be made widely available for students so that K-12 student can go home for their Midwinter Break with two tests.

### **Increase Access to Vaccines, Boosters and Testing**

- New York State's mass vaccination and testing sites will remain open to ensure all eligible New Yorkers can access first, second, and third doses for themselves and their children.
- The State's #VaxForKids pop-up programming continues to expand with 63 new sites established today and 193 sites established to date. This effort brings the vaccine directly to parents, guardians, and their children at local schools, community centers, and destinations like farmer's markets to make getting vaccinated convenient and accessible for families.
- New York State is actively preparing for the Pfizer-BioNTech vaccine to come online for children under 5 years old.
- The State's robust education efforts to reach New Yorkers with good, science-based information about the vaccine is on-going including through [traditional advertising](#), digital and multimedia campaigns, and direct messaging efforts through SMS text messaging, robo-calling, and Excelsior Pass push notifications.
- All 61 state-operated and state-partnered [testing sites](#) will remain open to provide New Yorkers with access to COVID-19 testing.
- Testing also remains widely available at over [1,800 sites](#) statewide in every region of the State.

### **Strengthen the Healthcare System**

To troubleshoot shortage issues, [Executive Order 4](#) to increase staffing flexibility will remain in place. National Guard will [continue](#) to be trained to be able to staff in places needed as well.

As part of the Governor's [Winter Surge Plan 2.0](#), the State has already deployed 20-member Medical Specialty Teams from the U.S. military hospital support team to Erie County Medical Center, a 35-member team to SUNY Upstate in Syracuse, 92 new ambulance teams to different regions in the state, including 50 to NYC, and two Medical Specialty Teams (MSTs) of 20 personnel from the Department of Defense to [Strong Memorial Hospital](#).

Governor Hochul also outlined investments to strengthen the health care system in her 2022 State of the State Address and FY 2023 Budget. \$10 billion will be invested to grow the health care workforce by twenty percent in five years. \$4 billion will be invested in wages and bonuses to stop the hemorrhaging of health care staff. \$1.6 billion will be invested via the Capital Plan.

### **Empower Local Leaders**

Governor Hochul's announcement today comes after consultation with local leaders on steps the state is taking to fight COVID-19.

### **Support New Yorkers Facing Long-Term COVID Effects**

- Last Thursday, the State's Department of Health hosted an [expert forum](#) on Long COVID and over 2,000 individuals registered to view the panels. Panelists included specialists, clinicians, social scientists, patients and advocates who shared their experience, expertise, and insights.
- This discussion, as well as continued focus and study by the Department, will inform the State's response which will span policy, regulatory, and program considerations to support New Yorkers suffering from long COVID as well as the healthcare providers who care for them.

**State Health Commissioner Dr. Mary T. Bassett said:** "At every stage of the pandemic, and since Omicron emerged, the Department of Health has monitored the science to inform the State's data-driven COVID-19 response. Today, we have reached a critical point in our fight in which the proof of vaccination or masking requirement for businesses, restaurants and other indoor public spaces will expire. As the winter surge recedes, getting vaccinated and boosted remains critical to continue the progress we've made, and masking remains key to keeping children in schools safely and keeping everyone safe in public transit and other crowded settings. As we continue to assess the data, the Department is also focused on ensuring the necessary support is there for those suffering from long COVID."

**Business Council of New York State President & CEO Heather Briccetti said,** "As protecting public health remains our top concern, we also appreciate the Governor's efforts to assure that state policies reflect ever-changing COVID levels. Throughout the pandemic, employers have taken the necessary safety precautions and followed state and federal guidelines to ensure the safety of their employees and customers. We hope new policies will encourage New Yorkers to continue to support New York businesses still recovering from the pandemic."

**New York State Association of Counties President Martha Sauerbrey said,** "We applaud Governor Kathy Hochul's decision to lift the statewide mask mandate

and allow for local decision-making regarding COVID-19 prevention measures. Local leaders and health officials have the training and public health expertise to ensure the health and safety of the public at large. Any step toward normalcy is a good step for our residents and businesses who have struggled so hard to protect one another for nearly two years. We acknowledge Governor Hochul's public health measures, including testing, vaccinations and emergency management assistance, during this pandemic and appreciate the steps she took to address this wave without implementing other business restrictions. Now we welcome the opportunity to return communicable disease control to the counties."

**Partnership for New York City President & CEO Kathryn Wylde said,** "Governor Hochul's decision to allow expiration of mask mandates in the workplace will encourage the return of employees to the office and accelerate the city's economic recovery. It is the right call."

**Building and Construction Trades Council of Greater New York President Gary LaBarbera said,** "The mask mandate has helped keep New York's working men and women safe and healthy during the most uncertain and volatile moments of the public health crisis. The easing of indoor mask mandates for businesses is a positive sign in New York's recovery, as it's a direct result of COVID-19 cases dropping across the state and, hopefully, the pandemic itself receding. We're grateful to Governor Hochul for her thoughtful and steady leadership in navigating New York through these uncertain times."

**New York State AFL-CIO President Mario Cilento said,** "In light of the announcement today, we thank the governor for ensuring employers still have responsibilities under state statute, including the Public Employee Safety and Health Act and the New York HERO Act, which remain in effect. These laws establish safety protocols to protect workers and the public. Moving forward, in the absence of the mask mandate, employers must continue to work with their employees to make sure appropriate protections are in place."

**New York State Restaurant Association President & CEO Melissa Fleischut said,** "As protecting public health remains our top concern, we also appreciate the Governor's efforts to assure that state policies reflect ever-changing COVID levels. Throughout the pandemic, employers have taken the necessary safety precautions and followed state and federal guidelines to ensure the safety of their employees and customers. We hope new policies will encourage New Yorkers to continue to support New York businesses still recovering from the pandemic."

**Retail Council of New York State President & CEO Melissa O'Connor said,** "Governor Hochul over the past several weeks has prioritized the health and safety of New Yorkers, while recognizing the importance of keeping the economy open during the COVID-19 'winter surge' in New York. Today's announcement is a positive development for retailers throughout the state and we will continue to collaborate with the Governor on economic recovery efforts."

**Greater New York Hospital Association President Kenneth Raske said,** The Greater New York Hospital Association fully supports Governor Hochul's decision to let the mask mandates expire. Thankfully, hospitalizations due to COVID have dropped dramatically in recent weeks and we are optimistic that this trend will continue, particularly as more and more New Yorkers get vaccinated. Returning to as much normalcy as possible is exactly what is needed. We thank the Governor for her outstanding leadership during this extraordinarily challenging time and, as always, stand ready to assist in any way needed to combat this pandemic.

**President & CEO of Northwell Health Mike Dowling said,** "I support the Governor's decision. It is reasonable and data driven. It is now time to begin the pivot to a more normal way of living".

**Erie County Medical Center President & CEO Thomas J. Quatroche Jr., PhD said,** "Governor Hochul clearly understood that the restaurant industry could not survive another shutdown, and the mask mandate helped ensure that we could remain open for indoor dining even as cases surged. Now as the metrics continue to trend in the right direction and consumer confidence increases, we remain hopeful that better times are ahead and we can continue our recovery from the darkest days of the pandemic. This measured approach balances public health concerns with the need to keep our doors open."

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Additional news available at [www.governor.ny.gov](http://www.governor.ny.gov)

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# Village Board Meeting

Meeting Items  
Agenda Item 11

Naming the Village Plows