

VILLAGE OF PITTSFORD

SETTLED 1789 • INCORPORATED 1827



Village Hall ca 1855 (remodeled 1937)

Village of Pittsford Board of Trustees Meeting April 9, 2019 7:00 PM

Tentative Agenda

Board Member - Conflict of Interest Disclosure

Meeting Items

1. Non-Municipal Use Agreement
 - Special Olympics – Walk for Inclusion
 - American Lung Association – Earth Day Butt Pickup
2. HPRB Consultant Agreement
3. Code Review Meeting Schedule

Member Items

Department Reports

1. DPW Report
2. Building Inspector Report
3. Village Attorney
4. Treasurer's / Village Clerk Report
5. Minutes
6. Executive Session

Next Scheduled Meeting – April 23, 2019

*Subject To Change Without Notice

Village Board Meeting
April 9, 2019

Meeting Items
Agenda Item 1

Non-Municipal Use Permit

- Special Olympics – Walk for Inclusion
- American Lung Association – Earth Day Butt Pickup



Village of Pittsford Non-Municipal Use Permit Application

Organization: Special Olympics New York
Event and Description: Walk for Inclusion - Community 1 to 3 mile walk that is a loop through village of Pittsford. Walk for Inclusion engages all people to walk for inclusion, get active and be leaders of change. Attached proposed route.
Event Date(s): Sunday, September 15, 2019
Event Location: Pittsford Recreation Center
Parking Location: Pittsford Recreation Center, Pittsford Sutherland High School
Estimated Guest Count: 300
Organization Contact: Kelley Ligozio Sr. Director of Development
Telephone: 585-586-7400 v. 5109
E-mail: kligozio@nyso.org
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.



2019 WALK FOR INCLUSION

Inclusiveness. Improving our Health. Leaders of Change.

WHAT IS THE WALK FOR INCLUSION?

The Walk for Inclusion serves as the spark for people to commit to making their community more inclusive, getting active and being leaders of change!

WHO CAN PARTICIPATE IN THE WALK FOR INCLUSION?

All are Welcome! Our focus is to engage our athletes, families, coaches, volunteers, students of all grade levels- Unified Partners, participating agencies, corporate partners and advocating throughout the community to walk with us!

PROPOSED ROUTE

A leisure loop walk that starts and finishes at the Pittsford Recreation Center. Participants will walk on Lincoln, take a left on Main Street and then a left on Monroe Avenue, left on Sutherland and then another left on Lincoln. A proposed Rest stop could be at the Town Hall on Monroe Avenue which could also serve as a water stop.

PROPOSED TIMEFRAME

- 8:30AM Registration
- 10:00AM Walk





Village of Pittsford Nonmunicipal Use Permit Application

Organization: American Lung Assoc / Smoking & Health Action Coalition

Event: Earth Day Cigarette Butts Pick Up

Event Date: 4/25/19 **Event Location:** Along the Canal (Behind Library)

Event Time(s): ≈ 3:00pm

Organization Contact: Reality Check Manager = Joe Potter

Contact's Telephone: 585-484-1504 **Contact's E-mail:** Joseph.Potter@lvny.org

Date Request Received: _____

Date Reviewed by Trustees: _____ **Approved** _____ **Denied** _____

Standard Conditions:

- 1.) If the request for the Nonmunicipal Use 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 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, Kelly Cline, to notify them of the event and all of the details.

Village Board Meeting
April 9, 2019

Meeting Items
Agenda Item 2

HPRB Consultant Agreement

To: Village of Pittsford Board of Trustees
From: William McBride, Acting Chairperson
Architectural and Preservation Review Board
Date: March 28, 2019
Re: Retain Consultant Maria Huot, Architectural Consultant

As Acting Chairperson of the Architectural and Preservation Review Board (APRB) we are recommending that the services of Maria Huot be retained/and funded as Architectural Consultant. Ms. Huot would be called upon to render occasional consulting services regarding issues coming before the Board.

Issuing a Request for Proposal (RFP) to seek competitive bids was not utilized as information pertaining to an hourly rate for like services was available from Village records on file. Specifically, an hourly rate of \$125 was quoted by Robert Haley, Architect in his proposal dated 4/26/18 and an hourly rate of \$125 was quoted by T.Y. Lin International Engineering, Architectural & Land Surveying, P.C. in their proposal letter dated 1/2019. Based on this information the conclusion is that the rate proposal from Ms. Huot at \$90.00 per hour is reasonable, and acceptance of this proposal is in the best interest of Village residents.

Given the above, please execute the attached proposal from Ms. Huot and submit to her and forward a copy to me for our records. This agreement should remain in effect for one year from the date of the acceptance of the proposal. Future invoices for payment should be approved by the Acting Chairperson and referred to the Village Treasurer for payment.

Thank you.



William McBride

Village Board Meeting
April 9, 2019

Meeting Items
Agenda Item 3

Code Review Meeting Schedule

VILLAGE OF PITTSFORD

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Farm lane at Pittsford Farms

*** NOTICE ***

- 4/1/19 APRB MTG, 7 pm
- 4/2/19 Budget Mtg, 5:30 pm
Code Review Mtg, 5:30 pm cancelled
- 4/9/19 Code Review Mtg, 5:30 pm
Trustee Regular Mtg, 7 pm
- 4/11/19 Budget Mtg, 5:30 pm
- 4/15/19 PZBA Mtg, 7 pm
- 4/17/19 Comprehensive Plan Mtg, 5:30 pm
- 4/23/19 Trustee Regular Mtg, 7 pm
- 4/30/19 Trustee Organizational Mtg, 5:30pm

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Village Board Meeting
April 9, 2019

Department Reports

DPW Report

Village Board Meeting
April 9, 2019

Department Reports

Building Inspector Report

Village Board Meeting
April 9, 2019

Department Reports

Village Attorney

Village Board Meeting
April 9, 2019

Department Report

Treasurers / Village Clerk Report

- Bill Pay

Village Board Meeting April 9, 2019

Department Reports

Minutes