

# VILLAGE OF PITTSFORD

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*Village Hall ca 1855 (remodeled 1937)*

## **Village of Pittsford Board of Trustees Meeting June 9, 2020 6:00 PM**

### **Tentative Agenda**

#### **Board Member - Conflict of Interest Disclosure**

#### **Department Reports**

1. Building Inspector Report
2. DPW Report
3. Village Attorney
4. Treasurer's / Village Clerk Report

#### **Meeting Items**

1. Mayor Corby – Resolution Honoring Memory of George Floyd
2. Mayor Corby – Resolution Temporary Pandemic Restaurant Outdoor Seating
3. State Street traffic enforcement
4. Vandalism – Village Property

#### **Member Items**

Next Scheduled Meeting – June 16, 2020

\*Subject to Change Without Notice

Village Board Meeting

Department Reports

Building Inspector Report

Building Inspector report 05/09/2020– 06/08/2020

During period issued 6 permits for \$878.60 in permit fees and \$ 67,500 in improvements

Worked with residents and businesses for 9 HPB applications, 6 building permit applications, and 2 Right of way permits

Completed and submitted annual coalition stormwater report and requirements

I have read and processed over 270 emails during this time period, researching and answering many questions regarding zoning and Historical preservation requirements to new property owners and tenants.

Continued Reaching out to Bero Architecture for doorway solution at 31 North Main/Sercu and finally was able to connect the two entities

During the time period took over 168 phone calls from residents, contractors, architects and business owners

Completed fire inspections for the Collin's properties

Re-inspected and completed fire inspections of Michael Newsom's commercial properties

I have been patrolling the village daily and cautioning people as to the requirements of the new executive orders. I have met with many business owners in regards to the 2<sup>nd</sup> phase of openings

Have completed agreements necessary to conduct business within the Village for several utility contractors.

Have completed over 40 inspections for the various permitted projects in the village and have found several unpermitted projects and brought them into compliance.

Worked with various municipal entities to allow Harladay Hots to conduct their 11 year of business within the village

# Village Board Meeting

## Department Reports

### DPW Report

## **DPW Report June 2020**

Along with the work that we have done that I report in my weekly DPW reports we have:

Started repairing a catch basin on S Main St.

Continued with repairs and service work to Truck 2 and Truck 3

Continue to monitor and change the battery on the speed sentry on State St

Set up cones on the shoulder of State St to form chicanes offset from each other in both the eastbound and westbound lanes just east of Schoen Place. I watched the traffic at around 8:30am for approximately 30 minutes and noticed that in the eastbound lane vehicles that were speeding were already doing so as they were coming over the bridge. At that time, it seemed about 1 in 10 vehicles were speeding most of which were heading east. Some vehicles slowed down on the approach to the cones and others maintained their speed. The Sherriff's Department has pulled their mobile speed sentry and only the village's remains. If they bring it back, perhaps the best location for it would be between the bridge and the canal access path in the eastbound lane. From what I have noticed about the village speed sentry setup at the village line is that vehicles were slowing down when the sentry started flashing their speeds. I think that it is effective in that location.

Village Board Meeting

Department Reports

Village Attorney

Local Law \_\_\_ of 2020 of the Village of Pittsford, New York  
Placing Stop Signs at the Intersection of South Street  
And Maple Street and at the Intersection of Sutherland Street  
And the Entrance to/Exit From Sutherland High School

**Whereas**, the 2019 Village of Pittsford Comprehensive Plan establishes “Network of Walkable, Connected Neighborhood Streets” as an asset to its community vision including the following objectives: A.) Create a visible transportation network throughout the Village with regional connectivity utilizing all modes of transportation; B.) Foster a community culture that renders commuting by foot, bicycle, or transit a viable option; and C.) Implement traffic-calming measures that signal to motorists that Village streets are shared with pedestrians and bicyclists.

**Whereas**, the Village of Pittsford recognizes the critical role stop signs play in making the streets safe for all users, regardless of mode of transportation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Pittsford Board of Trustees hereby amends Chapter 195 of the Code of the Village of Pittsford to add the following to Section 1 95-28:

<b>Stop Sign on</b>	<b>Direction of Travel</b>	<b>At Intersection of</b>
South Street	Both	Maple Street
Sutherland Street	Both	Entrance to/Exit From Sutherland High School

**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.

**RESOLUTION AUTHORIZING JOULE ASSETS, INC. TO SOLICIT BIDS FOR  
SUPPLY OF ELECTRICITY FROM RENEWABLE SOURCES AND  
APPROVING ELECTRICITY SUPPLY AGREEMENT**

**WHEREAS**, effective April 21, 2016, the New York State Public Service Commission (“Commission”) issued an “Order Authorizing Framework for Community Choice Aggregation Opt-Out Program” in Case #14-M-0224, which authorized the establishment of Community Choice Aggregation programs by municipalities statewide; and

**WHEREAS**, effective March 16, 2018, the Commission issued an “Order Approving Joule Assets’ Community Choice Aggregation Program with Modifications” in Case #14-M-0224 that authorized Joule Assets, Inc. (“Joule” or “Program Administrator”) to serve as a Community Choice Aggregation Program Administrator on behalf of Cities, Villages, and Towns in New York State; and

**WHEREAS**, by Local Law No. \_\_\_\_\_, the Village authorize the creation of a Community Choice Aggregation Program (“Program”) pursuant to § 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law and consistent with State of New York Public Service Commission Case No. 14-M-0224; and

**WHEREAS**, the Village, by Resolution, resolved to engage Joule to, among other things, act as Program Administrator on behalf of the Village for the Program, and thereafter entered into a municipal energy services agreement with Joule for performance of such services; and

**WHEREAS**, the Village seeks to obtain competitive bids from electricity suppliers (each a “Supplier”) pursuant to a request for proposal that shall include provision of a 100% renewable supply of electricity at a net savings, compared to the 12-month historic average measured from the bid issuance date, of the Rochester Gas & Electric residential rate for electricity charged to residential customers (the “Supply RFP”), that is intended to result in a three-party Electricity Supply Agreement between the selected Supplier, the Village and the Program Administrator that, among other things, will govern the terms of provision of the electricity supply by Supplier for the Program; and

**WHEREAS**, the Program Administrator has prequalified prospective bidders based on creditworthiness and competence; has executed the public outreach campaign in the Village as required by the New York State Department of Public Service, and has obtained or will be obtaining utility data from the local distribution utility, all of which is necessary to solicit bids through the Supply RFP; and

**WHEREAS**, the “Electricity Supply Agreement” (in the form attached hereto), has been reviewed and approved by the Attorney for the Village, and has been deemed to provide benefits, adequate protections, and minimize risk to Village.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Pittsford, New York, authorizes the Program Manager to issue a Supply RFP consistent



with the provisions of this Resolution, with bids to be evaluated based upon compliance with the specifications of the Supply RFP including, without limitation, price and tenor parameters, and Supplier's acceptance of all material terms of the Electricity Supply Agreement.

**AND, THEREFORE, BE IT FURTHER RESOLVED**, that the Village Board of the Village of Pittsford, New York, approves the Electricity Supply Agreement in substantially the form attached to this Resolution as Exhibit A, such form to be included in the Supply RFP.

**AND, THEREFORE, BE IT FURTHER RESOLVED**, that Joule in its role as Program Administrator for the Program shall, among other things, manage the energy procurement process, prepare and issue the Supply RFP, and make recommendations for award to the Village; provided however, that the Village will, through the Supervisor, make the final award decision.

**AND, THEREFORE, BE IT FURTHER RESOLVED**, that subject to the conditions that the awarded Supplier has been prequalified as required by Program Administrator and that the awarded bid meets the specifications established in the Supply RFP, the Mayor shall execute an Electricity Supply Agreement on behalf of Village in substantially the form attached hereto with the awarded Supplier and Program Administrator in a timely fashion; provided, however, that the Village is under no obligation to award the Supply RFP should these conditions not be met.

This resolution shall take effect immediately upon its adoption.

This Resolution being duly moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, the following votes were recorded:

<u>NAME</u>	<u>YAY</u>	<u>NAY</u>	<u>OBSTAIN</u>
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Mayor Corby

Trustee Lanphear

Trustee Galusha

Trustee Keating

Trustee Stetzer

Resolution adopted/not adopted on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Dorthea Ciccarelli, Village Clerk

Village Board Meeting

Department Report

Treasurers / Village Clerk Report

- Bill Pay

# TREASURER'S REPORT

*Submitted by  
Mary Marowski*

**6/9/20**

- **Vouchers for approval – Abstract #2 – FY 2019-20**

- General Fund (19-22, 24): \$ 4,049.13
- Sewer Fund (23): \$ 83.29

Total Vouchers for Approval: \$4,132.42

- **Vouchers for approval – Abstract #3 – FY 2020-21**

- General Fund (25-35): \$ 85,285.55

Total Vouchers for Approval: \$85,285.55

**VILLAGE OF PITTSFORD**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND**

FY 19-20

Total Claims: \$4,132.42

06/09/2020

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
9	ACTION PROTECTIVE GROUP INC 101152/ALARM SVC	A1620.4	92.50		
10	ACTION TELEPHONE 143305262020/ANSWERING SVC	A5132.4	51.57		
11	AIRGAS USA LLC 9970938780/CYLINDER RENTAL	A5132.4	27.34		
12	ZACHARY BLEIER CLOTHING BENEFIT/BOOTS REIMBURSEMENT	A5132.4	129.55		
13	CASELLA WASTE SVC 374117/DPW DUMPSTER	A5132.4	168.33		
14	FIRST BANKCARD STATEMENT/LADDER/TOOLS/SUPL/PHONE/SFTWR	A1410.411	124.98		
14	FIRST BANKCARD STATEMENT/LADDER/TOOLS/SUPL/PHONE/SFTWR	A1410.412	468.70		
14	FIRST BANKCARD STATEMENT/LADDER/TOOLS/SUPL/PHONE/SFTWR	A1620.412	338.63		
14	FIRST BANKCARD STATEMENT/LADDER/TOOLS/SUPL/PHONE/SFTWR	A5132.4	159.58		
15	DEBBIE SUPPLY INC SUPPLIES/643465/643480/643626	A5132.4	154.89		
16	EDWARDS TREE & LANDSCAPING INC 1836/TREE SVC WASH RD/BOUGHTON	A8560.4	700.00		
17	HOME DEPOT CRC STMT/SUPPLIES	A5132.4	54.05		
18	HOMETOWNE ENERGY CO 1851/GAS	A5132.49	202.89		
19	INTEGRATED SYSTEMS 16919/COMPUTER MEMORY ADDS	A1410.412	416.84		
20	MESSENGER POST MEDIA 87877/LEGAL ADS HARLADAY HOTS	A1410.42	96.91		
20	MESSENGER POST MEDIA 87614/LEGAL ADS TAX ROLL	A1410.42	66.67		
21	PAYCHEX INC 2020052800/MAY PR	A1410.415	324.55		
22	ROCHESTER FIRE EQUIP CO INC 83443/VH FIRE EXTINGUISHER SVC	A1620.4	88.00		
22	ROCHESTER FIRE EQUIP CO INC 83442/DPW FIRE EXTINGUISHER SVC	A5132.4	215.91		

**VILLAGE OF PITTSFORD**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND**

Total Claims: \$4,132.42

06/09/2020

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
24	VERIZON WIRELESS 9855320925/7500739	A1620.412	167.24		
Total:			4,049.13		

**VILLAGE OF PITTSFORD**  
**Abstract of Unaudited Vouchers**  
**SEWER FUND**

Total Claims: \$4,132.42

06/09/2020

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
23	ROCHESTER GAS & ELECTRIC CORP 20014650848/WOOD CREEK	G8120.42	83.29		
Total:			83.29		

**VILLAGE OF PITTSFORD**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND**

FY 20-21

Total Claims: \$85,258.55

06/09/2020

Number 003

Voucher #	Claimant	Account #	Amount	Check	Date
25	ZACHARY BLEIER PHONE STIPEND/JUNE 20	A5132.4	50.00		
26	DOROTHEA CICCARELLI PHONE STIPEND/JUNE 2020	A1620.412	50.00		
27	FLUERY RISK MGMT 1878/GROUP MGR FEE	A1410.41	4,568.40		
28	INTEGRATED SYSTEMS 16987/HOSTING - JUNE 2020	A1410.412	449.85		
29	INTERNL INST OF MUNICIPAL CLKS ANNUAL MEMBERSHIP/D CICCARELLI	A1410.48	170.00		
30	STEVE LAUTH PHONE STIPEND/JUNE 2020	A3620.4	50.00		
31	M & T BANK RAVO SWEEPER/LEASE PMT	A9785.6	17,644.32		
31	M & T BANK RAVO SWEEPER/INTEREST	A9785.7	6,103.10		
32	WB MASON 210810984/SUPPLIES	A1410.411	102.58		
33	NYCOM ANNUAL DUES/FY 20-21	A1920.4	908.00		
34	NYSIF WORKER'S COMPENSATION 58518656/WORKMANS COMP	A9040.8	51,693.96		
35	ROCHESTER GAS & ELECTRIC CORP 106/773/682/575/708/655/VILLAGE LIGHTING	A5182.4	3,468.34		
<b>Total:</b>			<b>85,258.55</b>		

*Circled vouchers are  
annual pmts.*

# Village Board Meeting

Meeting Items  
Agenda Item 1

Mayor Corby – Resolution Honoring Memory of  
George Floyd



# Resolution

## June 9, 2020

The Village of Pittsford Board of Trustees believes that racism or any discrimination is unacceptable.

Our community continues to stand united against racism and injustice.

We oppose any systemic discrimination against people of color in and beyond our community.

We denounce any race-related violence, including police brutality.  
We acknowledge that black lives matter.

We stand in solidarity with the black community and will speak out against unjust and inhuman incidents of violence.

We acknowledge the pain and grief that the families of these victims are experiencing and will respond with empathy and compassion.

We will continue to work so that people of all colors and beliefs feel welcome and included in the Pittsford Community with the specific focus on people of color.

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Robert C. Corby  
Village Mayor

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Lili Lanphear  
Deputy Mayor

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Frank Galusha  
Trustee

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Dan Keating  
Trustee

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Renee Stetzer  
Trustee

# Village Board Meeting

## Meeting Items Agenda Item 2

- Mayor Corby – Resolution Temporary Pandemic Restaurant Outdoor Seating

**RESOLUTION TO ESTABLISH  
TEMPORARY OUTDOOR SEATING AREAS  
FOR RESTAURANTS IN  
THE VILLAGE OF PITTSFORD**

**WHEREAS**, Governor Cuomo has authorized restaurants and taverns to resume outdoor dining service as of June 4, 2020; and

**WHEREAS**, restaurants and taverns must follow social distancing guidelines and other safety measures and restrictions; and

**WHEREAS**, restaurants and taverns and their employees are struggling financially to comply with the above-mentioned social distancing guidelines, healthcare measures and restrictions which are required during the pendency of the COVID-19 pandemic; and

**WHEREAS**, the Board of Trustees recognizes that such guidelines and restrictions pose financial difficulties for restaurants, taverns, and their employees such that restaurants and taverns are attempting to be creative in providing service while complying with those above-mentioned guidelines and restrictions; and

**WHEREAS**, the Governor's permission to allow restaurants to resume outdoor dining service is an acknowledgement of the need and intent of restaurants to be creative in serving their patrons; and

**WHEREAS**, the Board of Trustees understands that the expansion of outdoor seating of restaurants and taverns is a safe and reasonable temporary accommodation that will enable some restaurants and taverns to remain open and profitable during this time of health and economic uncertainty and as such determines it to be in the best interests of the health, safety and general welfare of the residents of the Village of Pittsford, New York.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF PITTSFORD, COUNTY OF MONROE AND STATE OF NEW YORK:**

Section 1 – Pursuant to New York State Village Law Section 4-412 1.a. and Pittsford Village Code Section 210-12.3, the Code Enforcement Officer (“CEO”) is hereby authorized to temporarily permit expanded outdoor seating/dining areas for established restaurants and taverns that currently possess a valid Special Use Permit pursuant to the Code of the Village of Pittsford. Such Temporary Permit shall be issued pursuant to the guidelines, conditions and restrictions set forth in the attached Exhibit A, which is incorporated herein by reference.

Section 2 – The authorization granted to the CEO by this Resolution shall terminate on October 31, 2020.

Section 3 – Any Permits issued pursuant to the authority granted to the CEO by this Resolution shall terminate on the earliest of October 31, 2020, the termination of New York

State and/or Monroe County, New York, COVID-19 restrictions on restaurant operation or by the CEO pursuant to the terms and provisions of this Resolution and Exhibit A.

Section 4 – Applications for “Restaurant and Tavern Outdoor Seating Permit” shall be available at Village Hall. Once completed, the applicant shall submit the required fee (?) and required documentation to the office of the Village Code Enforcement Officer. If granted, the Permit shall be posted in a conspicuous spot near the front entrance of the establishment. Applications that do not meet the guidelines, requirements and conditions contained in Exhibit A, in which do not make adequate provisions for the safety of patrons and employees on their face, may be denied.

Section 5 – The Temporary Restaurant and Tavern Outdoor Seating Permit may be terminated by the CEO if any requirements set forth herein or by the Permit are not followed and/or if the property is the subject of multiple complaints and/or if other operational concerns arise and cannot be rectified.

Section 6 – Nothing contained herein shall in any way detract from the Board of Trustee’s authority to hear and decide applications for Special Use Permits including Permits for outdoor seating pursuant to the Code of the Village of Pittsford.

Section 7 – This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare of the residents of the Village of Pittsford, New York, the immediate emergency being the COVID-19 pandemic and therefore this ordinance shall be in effect immediately upon adoption by the Board of Trustees of the Village of Pittsford, New York.

This Resolution being duly moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, the following votes were recorded:

NAME	YAY	NAY	OBSTAIN
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Mayor Corby

Trustee Lanphear

Trustee Galusha

Trustee Keating

Trustee Stetzer

Resolution adopted/not adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Dorthea Ciccarelli, Village Clerk

**“EXHIBIT A” TO RESOLUTION  
REGARDING RESTAURANT  
OUTDOOR SEATING PERMITS**

The Village of Pittsford, New York, seeks to promote the safe reopening of restaurants and taverns by extending options for increased social distancing and dining in outdoor, well ventilated areas. Due to the COVID-19 restrictions, food service and tavern operations may desire to create new or expanded outdoor dining areas. The Village of Pittsford, New York has adopted a Resolution authorizing the Code Enforcement Officer (“CEO”) to issue Restaurant and Tavern Outdoor Seating Permits and has developed the following requirements in order to assist the proprietors of such businesses during these difficult times.

- The operator must provide a drawing to scale of the proposed area and seating specifically indicating the area to be used for the outdoor dining area and any other proposed temporary fences, vehicular protections or other temporary improvements.
- The operator (if a tenant) must provide written approval from the property owner for the proposed temporary outdoor dining area.
- Temporary outdoor seating areas shall only be permitted to operate during normal business hours, (?), however temporary restaurant outdoor seating areas within \_\_\_\_ (?) feet of residential property may not operate between \_\_\_\_ p.m. (?) and \_\_\_\_ a.m. (?). Restaurant outdoor seating areas currently in operation under an existing Special Use Permit must continue to comply with the requirements of that Special Permit unless modified under this Temporary Permit.
- The temporary improvements may not block any required fire lanes, traffic lanes, means of ingress, egress, access to adjacent tenants or uses, or accessible path to the building entrance.
- Total seating for the restaurant use including any additional outdoor seating granted by the Temporary Permit shall not exceed the occupancy limit permitted by the underlying Special Use Permit and building occupancy regulations.
- Parking areas may be used but suitable barricades or protections shall be provided to protect pedestrians and diners. Required parking spaces may not be reduced below the number required to support the maximum occupancy and employees required by the operation of the restaurant during the pendency of the Temporary Restaurant Outdoor Seating Permit.
- Seating or other improvements may not be placed on any public sidewalk or right of way.
- ADA accessibility requirements must be met to maintain wheelchair access. Outdoor seating must provide for accessibility.

- Any new or additional lighting will require site plan review and approval and building permits for installation.
- The operator shall ensure that the property is maintained free of trash and debris.
- The maintenance of any required social distancing or other operational requirements imposed by the State and/or County due to COVID-19 pandemic is the responsibility of the operator.
- Any temporary signage may be approved as part of the Temporary Permit process and shall be in compliance with the general intentions of Chapter 168 of the Code of the Village of Pittsford.
- Operation of the restaurant and/or outdoor seating area must be maintained in accordance with the Temporary Permit granted for the use.
- No entertainment or speakers can be used in the outdoor dining area unless previously approved under an existing Special Use Permit.
- The Temporary Restaurant Outdoor Seating Area Permit may be terminated if any requirements of such Permit are not satisfied within ten (10) days of a notice from the CEO that the operation is out of compliance with the Temporary Permit.
- Applicants are responsible for obtaining and installing traffic barriers as well as the costs of implementing any other site improvements required by the guidelines, conditions and requirements of the Temporary Restaurant Outdoor Seating Area Permit.
- Applicants must follow all COVID-19 Health Requirements. The applicant shall comply and further cause its employees, agents, guest, invitees and contractors to comply with all state and local orders addressing public health and social distancing.
- Any other guidelines, requirements and/or conditions deemed necessary an appropriate by the CEO to ensure protection of the health, safety and general welfare of the residents of the Village of Pittsford.

# Village Board Meeting

Meeting Items  
Agenda Item 3

State Street traffic enforcement

# Village Board Meeting

Meeting Items  
Agenda Item 4

Vandalism – Village Property