



a town for a lifetime **IRONDEQUOIT** *New York*

REGULAR TOWN BOARD MEETING

February 18, 2025

7:00 PM

AGENDA

01/23/25 8:49 AM

PLEDGE OF ALLEGIANCE

ROLL CALL

SUPERVISOR'S REMARKS & ANOUNCEMENTS

PUBLIC INPUT

FINANCIAL REPORT

APPROVAL OF MINUTES

January 07, 2025 Organizational Meeting Minutes

January 13, 2025 Workshop Town Board Meeting Minutes

January 21, 2025 Regular Town Board Meeting Minutes

January 24, 2025 Special Town Board Meeting Minutes

ITEM(S) FOR BOARD ACTION:

Public Hearings:

7:35 PM

02PH2025-1 For the Purpose of Providing Irondequoit Residents with the Opportunity to Comment Upon Activities funded through the Town's Community Development Block Grant Program (CDBG)

7:36 PM

02PH2025-2 For the Purpose of Authorizing Certain Improvements to the Facilities Serving the Town of Irondequoit's Consolidated Sewer District

Appointments:

- 02A2025-1 Resolution** Authorizing the Provisional Appointment of a Custodian
- 02A2025-2 Resolution** Authorizing the Provisional Appointment of a Dispatcher in the Department of Public Works

Community Development:

- 02A2025-3 Resolution** Calling for a Public Hearing on a Proposed Local Law to Amend Town Code Chapter 235-69 Fencing
- 02A2025-4 Resolution** Calling for a Public Hearing on the Matter of Granting a Special Use Permit for Redevelopment of 5324, 5334, 5340 St Paul Blvd and 8 Second Street in a C-Business District

Comptroller:

- 02A2025-5 Resolution** Authorizing the Use of Fund Balance for Police Vehicles

Human Resources:

- 02A2025-6 Resolution** Ratifying the CSEA White Collar Tentative Agreement

Police:

- 02A2025-7 Resolution** Authorizing the Attendance at the State of New York Police Juvenile Officers Association Inc 2025 Annual Conference
- 02A2025-8 Resolution** Authorizing the Acceptance of New York State Division of Homeland Security and Emergency Services Grant in the Amount of up to \$25,000 for the year 2023-2026
- 02A2025-9 Resolution** Authorizing Online Force Science Certification Course to become a Force Science Analyst

Public Works:

- 02A2025-10 Resolution** Authorizing the Supervisor to Enter Into an Agreement with Monroe County Division of Social Services, Rochester Works and the Town of Irondequoit.
- 02A2025-11 Resolution** Authorizing the Supervisor To Sign Calculation Worksheet for New York State Snow & Ice 2024-2025 Season

Recreation:

02A2025-12 Resolution Authorizing the Supervisor to Enter into a Contract for Senior Golf Leagues for Spring/Summer 2025

02A2025-13 Resolution Authorizing Lease of Fitness Equipment for the Use in the Irondequoit Community Center

Town Clerk:

02A2025-14 Resolution Approving the Special Event License for Shamrock Jack's LLC to Conduct Their Annual St. Patrick's Day Festival

02A2025-15 Resolution Approving the Special Event License for The Sunset House 23rd Annual 5K Run and Fitness Walk

Upcoming Meeting:

WORKSHOP MEETING March 10, 2025 @ 4PM

REGULAR TOWN BOARD MEETING February 18, 2025 @ 7PM

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AUTHORIZING THE PROVISIONAL APPOINTMENT OF A CUSTODIAN**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York, held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th of February, 2025, at 7:00 p.m. local time, there were.

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Brown Hutchinson LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, due to a resignation, there is a need to appoint a Custodian; and

WHEREAS, this position has been canvassed and posted per Civil Service Guidelines; and

WHEREAS, Paul Chapelle interviewed for this position; and

WHEREAS, the Interview Committee would like to appoint Paul Chapple to this vacant position, and when the exam is held Mr. Chapple will participate and must score within the top three to be appointed permanently to this position.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorizes the provisional appointment of Paul Chapple to a Custodian to be paid an hourly rate of \$18.76, which shall be drawn from budget code 001.1622.100.1100

This resolution shall take effect upon date of hire.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

**EXTRACT OF THE MINUTES OF A REGULAR MEETING OF THE TOWN BOARD ADOPTING
A RESOLUTION AUTHORIZING THE PROVISIONAL APPOINTMENT OF A DISPATCHER IN
THE DEPARTMENT OF PUBLIC WORKS**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York, held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18^h day of February 2025, at 7:00 p.m. local time, there were.

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, due to a resignation, there is a need to appoint a Dispatcher in the Department of Public Works; and

WHEREAS, the list was established on February 28, 2024; and

WHEREAS, the canvass resulted in only two candidates interested in the position; and

WHEREAS, the job was posted and interested candidates were interviewed; and

WHEREAS, the Commissioner of Public Works would like to appoint _____ to the title Dispatcher and when the exam is held again, _____ must participate and score within the top three candidates.

NOW. THEREFORE, BE IT RESOLVED, that the Town Board authorizes the provisional appointment of _____ to the title of Dispatcher to be paid an hourly rate of \$26.79, which shall be drawn from budget code 031.8121.100.1100.

This resolution shall take effect upon date of hire.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD
CALLING FOR A PUBLIC HEARING ON A PROPOSED LOCAL LAW
TO AMEND TOWN CODE CHAPTER 235-69 - FENCING**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025 at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans

Ann Cunningham

Grant Malone

John Perticone

Peter Wehner

Town Supervisor

Town Board Member

Town Board Member

Town Board Member

Town Board Member

Attorney for the Town

WHEREAS, at a regular meeting of the Town Board, Town Board Member _____ introduced a proposed local law regarding amendments to Irondequoit Town Code Chapter 235-69 Fencing, and the proposed amended local law is attached hereto as **Exhibit A (the “Proposed Law”)**; and

WHEREAS, pursuant to Municipal Home Rule § 20(5) no local law shall be passed by the Town Board until a public hearing is held.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby schedules a public hearing on this matter on **March 18, 2025 at 7:3X p.m.**

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

Exhibit A

LOCAL LAW NO. _____ of 2025
TO AMEND THE
TO AMEND CHAPTER 235-69 OF THE CODE OF THE TOWN OF
IRONDEQUOIT

Be it enacted by the Town Board of the Town of Irondequoit as follows:
Section 1. Section 235-69 of the Code of the Town of Irondequoit is hereby
amended to read:

**§ 235-69. Fencing. [Amended 8-18-1998 by L.L. No. 1-1998 ; 2-13-2001
by L.L. No. 1-2001 ; X-X-2025 by L.L. No. X-2025]**

A. Purpose.

- (1) It is the purpose of this section to regulate the location and height of fences in all zoning districts and it shall apply to fences, walls and any other similar construction.
- (2) The intent of this section is to provide uniform enhancement, security and privacy to property. Fencing which legally existed prior to the adoption of this section (1964) may continue as long as it is kept in substantial repair. The replacement or repair of such fencing may occur only in-kind.

B. General requirements.

- (1) All fences, except for snow and deer fencing as defined in this section, shall require a building permit.
- (2) All fencing must be constructed within property boundaries.
- (3) Fencing is prohibited within public rights-of-way and over Town easements within property boundaries.
- (4) Fencing shall be constructed of materials commercially available for fencing purposes and shall be uniform in appearance.
- (5) The most finished side of a fence must face the adjoining property.
- (6) Height of fencing is to be measured from the top of the fence to the ground directly beneath the fence.
 - (a) Fencing must follow the natural contour of the land.
 - (b) Commercially manufactured decorative caps located on top of the fence posts shall be excluded from the height measurement, but posts and caps shall not exceed 12 inches in height and width.
- (7) Where a side yard of a lot abuts a rear yard of another lot, fencing may be permitted to be six feet high provided it does not obstruct sight lines.

- (8) No back-to-back boundary fences shall be permitted unless an abutting fence is owned by an adjacent property owner.
 - (9) Snow fences for the purpose of providing a wind block for drifting snow shall be permitted between November 1 and April 15. A three-foot setback from the front property line shall be required for all such fencing. Snow fencing shall not exceed 4 feet in height and shall be comprised of wooden slats woven together with wire strands, plastic mesh, or other similar materials to be approved by the Code Enforcement Officer. Placement of such fencing shall not cause drifting snow on adjacent property or public sidewalks and streets.
 - (10) Barbed wire and electrified fences shall be subject to Zoning Board of Appeals' approval prior to the issuance of a permit.
 - (11) Single strand wire fences or anchoring of any fence post by means of a guy wire or guy wires shall be prohibited.
 - (12) Fence height on vacant lots without a primary structure shall be limited to four feet in height in the front yard and six feet in the side and rear yards. The front yard for fencing is determined by the front foundation lines of the adjoining properties. The minimum front yard setback for the vacant lot must match the setback of the adjoining property with the larger front yard setback.
 - (13) For the purposes of regulating fencing, a lot which adjoins a limited access highway shall be regarded as an interior lot and not as a through lot or corner lot.
- C. Waterfront properties. All properties or parcels of land within the Town of Irondequoit that contain shoreline frontage on either Irondequoit Bay or Lake Ontario shall be subject to the following subparagraphs.
- (1) Waterfront property owners are responsible for ensuring compliance with all applicable NYS DEC regulations pertaining to the waterfront.
 - (2) Fences shall not exceed 4 feet in height to maintain unobstructed views and minimize visual impact.
 - (3) Fences must maintain a minimum waterfront setback of 25 feet from the ordinary high-water mark.
 - (4) Fences shall not interfere or inhibit natural drainage patterns, divert natural drainage flow, alter existing natural or man-made erosion control features, or impede designated access ways.
- D. Boundary fences.
- (1) Six-foot-high side and rear yard fencing shall be permitted from the front foundation line of the principal building to the rear lot line.
 - (2) The front foundation line shall be defined as the portion of the principal building that is nearest the side and front lot lines as measured from each side of the structure. The rear foundation line shall be defined as the portion of the principal building that is

nearest to the side and rear lines as measured from each side of the structure. Attached garages shall be included in such measurements. Stoops, steps, open and enclosed porches and similar entranceways and decks shall not be considered in the setback determination.

E. Front yard decorative fencing.

- (1) Front yard fencing shall not exceed 4 feet in height.
- (2) Fencing must be of open-type construction (split rail, picket or the like). Front yard fencing shall not be solid or chain link type fencing.
- (3) Such fencing shall be set back a minimum of three feet from the front property line to allow for safe visual clearances and sidewalk snow removal.

F. Corner lots.

- (1) Rear and side street yard fencing on a corner lot shall be permitted to extend toward the street for purposes of boundary fencing, provided that a minimum setback of three feet from the property line which parallels the street is maintained.
- (2) The height of the fencing shall be as set forth in Subsection D above.

G. Through lots. In relation to fencing, both street-facing sides of a through lot are designated as front yards and must comply with all front yard fencing requirements outlined in this Section.

H. Sight lines. Fencing shall not obstruct sight lines. At every street intersection or entranceway, fencing must be positioned to maintain a clear view within a triangle formed by the corner and portions on the curb 30 feet from the intersection or entranceway. Within this triangle, no fencing or other obstruction may exceed a height of three feet.

I. Fences located on decks. A fence may be erected on a deck provided that said fence:

- (1) Is located in the rear yard.
- (2) Complies with setback regulations for the principal buildings.
- (3) Does not exceed six feet in height as measured from the top of the fence to the walking surface of the deck beneath the fence.

J. Nonresidential use on property.

- (1) This section applies to properties used for nonresidential purposes. It may also apply to multifamily residential uses at the discretion of the Director of Community Development.
- (2) Fencing within the front yard is limited to a maximum height of 4 feet.
- (3) Fencing within the side and rear yards is permitted up to a maximum height of 8 feet.
- (4) Fencing along property lines adjacent to residential districts must incorporate visual screening elements such as privacy slats or integrated landscaping.
- (5) The Planning Board will only review fencing proposals as part of a broader site plan

application.

- (6) Repairs or replacement of existing, conforming fencing are permitted without requiring additional approvals, provided the work complies with all applicable regulations. Such exceptions may be administratively granted by the Building Inspector, Code Enforcement Officer, or their designee.

K. Deer protective fencing.

- (1) Deer protective fencing is open fencing designed for the purpose of repelling or preventing deer from damaging vegetation.
- (2) No permit shall be required for deer protective fencing.
- (3) Deer protective fencing shall not be used as perimeter fencing for the property. Deer protective fencing that is not wrapped around vegetation intended for protection is considered in violation of this code.
- (4) Acceptable deer protective fencing materials include woven wire mesh, polypropylene mesh, or other similar materials approved by the Code Enforcement Officer.
- (5) Deer fencing and its installation shall be maintained in good condition to assure that it has not deteriorated, come loose or has otherwise become a visual or safety nuisance or hazard.

L. Walls.

- (1) Walls or retaining walls which are under 18 inches in height shall be exempt from the requirements of this section.
- (2) All retaining walls exceeding 18 inches in height designed to retain earth shall require a building permit and must comply with the following requirements.
- (3) Manufactured walls. The property owner must provide written proof to the Town's Building Department that the installer will construct such walls according to the manufacturer's specifications and accepts all liability in the event of failure.
- (4) A professional engineer's or registered architect's original seal and signature shall be required on drawings submitted for a building permit for nonmanufactured walls.
- (5) Walls, regardless of the location, shall be exempt from the height restrictions of fences as long they are designed to retain earth on property slopes. The grade can not be changed to accommodate such walls and drainage courses must be considered during design so as to not affect adjoining property.
- (6) Walls which will affect the toe of a slope in a steep slope EPOD area and are greater than four feet in height shall be subject to an EPOD permit approval by the Planning Board prior to the issuance of a building permit.

M. Maintenance.

- (1) Fences, walls and other similar construction must be maintained at all times in good

and substantial condition. Dilapidated, rotted, rusted and broken fences and walls must be repaired, replaced or removed.

- (2) Metal fences subject to rust must be painted with a protective covering that is uniform in appearance.¹

1. Editor's Note: Former § 130.63, dumping grounds, which immediately followed this section, was deleted 2-4-1997 by L.L. No. 1-1997.



a town for a lifetime IRONDEQUOIT *New York*

TO: The Honorable Town Board

FROM: Michelle Nichols, Planning & Zoning Coordinator

DATE: January 30, 2025

SUBJECT: Proposed Local Law regarding the text amendment to the Irondequoit Town Code, Chapter 235-69, Fencing.

At the Planning Board meeting on Monday, January 27, 2025, the Planning Board reviewed the text amendments proposed to Town Code Chapter 235-69 Fencing.

On Motion by Board Member Blocchi, Seconded by Board Member Richards Motion Carried: unanimously. *The Planning Board offered a Positive Referral regarding the text amendments to Chapter 235-69 Fence Code with the following:*

- *Provides considerable clarifications for Zoning Board, Planning Board, Town Residents and gives guidance to the Town.*
- *Addresses areas of the code that were silent in the past.*
- *Adding new sections on waterfront properties will be additionally helpful regarding NYS DEC regulations.*

BOARD MEMBER	VOTE
BLOCCHI	Aye
BURDICK	Aye
CATERINO	Aye
HAEFNER	Aye
HUBER (Alternate)	Absent
RICHARDS	Aye
ROSSO	Aye
YANOSH	Aye

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD CALLING FOR A PUBLIC
HEARING ON THE
MATTER OF GRANTING
A SPECIAL USE PERMIT FOR REDEVELOPMENT OF 5324, 5334, 5340 ST PAUL BLVD AND 8
SECOND STREET IN A C-BUSINESS DISTRICT**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in the said Town of Irondequoit, on the 18th day of February, 2025, at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, upon the matter of request by Land Tech acting as agent for Aljoss Properties LLC has applied for a Special Use Permit for the redevelopment of 5324, 5334, 5340 St. Paul Blvd and 8 Second Street to construct 6 duplex units with garages for rent with the proposal to combine the four lots into three (the “Project”); and

WHEREAS, the property is zoned C-Business District and the use may be allowed subject to Town Board approval of a Special Use Permit per Town Code §235-28(A)(19) for multifamily dwelling, apartment building or other similar uses, subject to the lot and bulk requirements of §235-19(A)(1)(c) of the Zoning Code of the Town of Irondequoit; and

WHEREAS, such Special Use Permit may be approved by the Irondequoit Town Board pursuant to Town Law § 274-b; and

WHEREAS, pursuant to Town Law § 271(14)(a), the Town Board may by resolution provide for the reference of any matter or class of matters to the Planning Board before final action is taken thereon.

NOW, THEREFORE, BE IT RESOLVED, the Town Board shall hold a public hearing on this Special Use Permit application on **March 18, 2025 @ 7:3X p.m.** at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit.

AND BE IT FURTHER RESOLVED, that the Town Board refers the application for a Special Use Permit for 5324, 5334, 5340 St. Paul Blvd and 8 Second Street to the Planning Board for its reference and report thereon, which report the Town Board requests to be so provided at or after the public hearing scheduled for March 18, 2025.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting
Town Board Member	Wehner	voting
Town Board Member	Malone	voting

Town Board Member
Town Supervisor

Cunningham voting
Evans voting



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PROJECT ADDRESS 5324, 5334, + 5340 ST. PAUL BLVD. AND 8 SECOND ST

TOTAL AREA OF PROJECT SITE 0.44 ACRES

TAX ID NO. 47.56-1-35.1, 37, 38 + 39 ZONING DISTRICT C

PROPERTY OWNER (Print) ALZOS PROPERTIES, LLC PHONE 329-1983

ADDRESS 1171 TITUS AVE ROCHESTER NY ZIP CODE 14617

E-MAIL ADDRESS STALTER1CONSTRUCTION@GMAIL.COM FAX NO. _____

APPLICANT (Print) _____ PHONE _____

ADDRESS _____ ZIP CODE _____

E-MAIL ADDRESS _____ FAX NO. _____

AGENT LANDTECH - JOHN SCARABBA PHONE 442-9902

ADDRESS 1105 RIDGEWAY AVE ROCHESTER NY ZIP CODE 14615

E-MAIL ADDRESS JOHN@LANDTECHNY.COM FAX NO. _____

DESCRIPTION OF PROJECT WE ARE REQUESTING A SPECIAL PERMIT
TO CONSTRUCT A MULT-FAMILY (DUPLEX) PROJECT IN A
C-COMMERCIAL ZONING DISTRICT.

APPLICANT OR AGENT (PRINTED): LANDTECH / JOHN SCARABBA

APPLICANT OR AGENT (SIGNATURE(S)): [Signature] DATE _____

ENGINEER FEE (Do Not Write Below This Line/Official Town Staff Use Only)

FEE \$ 500.- TB FEE DATE APPLICATION RECEIVED: 1.3.2025

Application Meeting/Public Hearing Dates

Application Accepted and Required Referral(s) Issued: FEB. 18, 2025

Public Hearing Date (Please note: more than one
hearing date may be required): MARCH 18, 2025

Planning Board Referral (if required): FEB. 24, 2025

Other Required Dates (if required) _____

January 3, 2025

Project Number: 23389

Irondequoit Town Board
1280 Titus Avenue
Rochester, NY 14617

Attn: Town Board

RE: Anchor Manor - St Paul Boulevard
Special Permit

Supervisor Evans & honorable members and of the Town Board:

On behalf of ALJOSS Properties LLC, we submit the following materials for your consideration of granting a Special Permit for this proposed multi-family project in this Business (C) Zoning district:

- 15 copies of the completed application form
- 15 copies of the owner's deed (proof of ownership)
- 15 copies of this Letter of Intent
- 15 copies of the Building Elevations (reduced to 11 x 17)
- 15 copies of the Concept plan (reduced to 11 x 17)
- 15 copies of the SQER form
- Application Fee of \$850

This project consists of re-developing several properties into an upscale Multi-Family project. This project will contain three "Duplex" buildings (6 units) for rent with 6 individual garages. We believe that there is a need for housing in the Summerville neighborhood and this project will service the public need for long term housing in the area. The goal is to reconfigure these four properties into three individual lots and connect the proposed buildings to the public utilities that are at the site.

In order for this project to move forward to Site Plan approval we will also require a Special Permit and several area variances for the project and include the following:

TOWN CODE SECTIONS

235-30 A 3	20,000 Sq. Ft. Req	19,000 Sq. Ft. Proposed
235-30 B 2	60 ft. Rear Setback Req	5 ft. Proposed
235-30 B 3	80 ft. Front Setback Req	5 ft. Proposed
235-30 B 4	50 ft. Setback Req (corner)	5 ft. Proposed
235-30 D	33 1/3 Max. Building Coverage	40% Proposed

5324 St. Paul Boulevard
5334 St. Paul Boulevard
5340 St. Paul Boulevard
8 Second Street

Project location

Tax Map # 47.56-1-35.1
Tax Map # 47.56-1-37
Tax Map # 47.56-1-38
Tax Map # 47.56-1-39

0.18 acres+/-
0.04 acres+/-
0.06 acres+/-
0.16 acres+/-



We hope that you agree with this supporting documentation and approve the requested Special Permit to create Anchor Manor Apartments. Based on our review of the 2014 Comprehensive Plan this project fulfills numerous objectives identified in the study. Please add this application to your next available Town Board agenda.

Sincerely,

A handwritten signature in black ink, appearing to read 'John H. Sciarabba'. The signature is fluid and cursive.

John H. Sciarabba, L.S. LandTech

2014 Comprehensive Plan – Excerpts

2014 Comprehensive Master Plan

- Continue to promote the Town as an excellent place to live. The qualities of Irondequoit as a residential community will be promoted: well respected school systems; affordable housing; strong neighborhoods; unsurpassed recreational/environmental assets; and convenient location.
- **Adopt residential design guidelines to require that multi-family structures (including mixed-use structures) are compatible with the surrounding area/neighborhood.** These guidelines promote a high quality physical environment, requiring, for example, new multi-family structures to use masonry or stone in their facades, employ traditional neighborhood design and incorporate pedestrian-oriented development patterns and amenities.



Well-designed, high density residential development can expand the town's resident base and provide critical mass needed to support nearby neighborhood businesses.

Require new commercial development to be of the highest quality – improving the exterior appearance and functionality.

In general, commercial development in Irondequoit has not produced a high-quality built environment, especially relative to architectural style and materials. Future commercial development will meet new standards.

- Adopt user-friendly commercial design standards and guidelines to achieve a higher quality, more functional built environment in the Town's neighborhood commercial areas. Standards will address measurable attributes of development (i.e. massing, height, architectural treatment, landscaping) and guidelines will provide guidance for interpreting the Town's intent behind each standard. Area-specific design considerations are outlined in the following pages. Design standard recommendations based on future land use designations are included in Section 6 of the plan.

Design Lesson: Multi-family Residential Development



- A. **Encourage** multi-family development that features an attractive design, utilizes durable materials, incorporates on-site landscaping and streetscape enhancements (e.g. sidewalks, decorative crosswalks and bike lanes).
- B. **Avoid** developments that do not relate to the scale or architectural design of the community and incorporates designs in which the garage serves as the front facade.
- C. **Encourage** attractive buildings that incorporate a mix of appropriate materials (e.g. wood and brick) and porches in the design. Developments that connect front entrances directly with adjacent sidewalks.
- D. **Avoid** developments that lack adequate landscaping, tree lawns and street trees. Parking lots located in front of buildings should be avoided to the extent practicable.

Housing

The Town of Irondequoit is primarily a residential community and is largely built-out. Over the last five years (2003 to 2007), there has been an annual average of 17 building permits for single-family residential development, representing 1% of the activity in Monroe County. The average value of the residential permits activity in Irondequoit is less than \$110,000 and represents about 59% of the average value in Monroe County, indicating that housing is comparatively affordable in Irondequoit.

Local real estate professionals identify Irondequoit as a very affordable market. The town is a reasonably active residential market as retirees sell their homes to new families and first-time homebuyers. One professional offered that 30% of Irondequoit's residential real estate market is comprised of retirees, many of whom wish to downsize and remain in town, but are unable to find desired or suitable residential options.

PRIMARY GOALS FOR MAINTAINING HEALTHY NEIGHBORHOODS

The ideas gathered from public input and data analysis were organized into the following goal statements:

1. Preserve neighborhoods, natural surroundings, and architectural and historic resources within residential and commercial settings.
2. Recognize the importance of, and invest in, the maintenance and development of sidewalks, tree-lined streets, parks, trails, and public gathering places.
3. Maintain a healthy balance of residential, commercial and open space areas throughout the town.
4. Strengthen the neighborhood's visual character, especially in neighborhood commercial areas.
5. Encourage a wide range of residential living opportunities for residents of all ages and income levels.
6. Establish, strengthen, and promote Irondequoit's identity within the town and region.
7. Foster community pride and engage community members and stakeholders in collaborative efforts to protect and revitalize the town's assets.
8. Promote sustainable development patterns and practices that will achieve the community's goals for walkability, environmental stewardship, and economic vitality.

facilities. In the process of identifying optimal sites, the focus will be on redevelopment areas with as many of the above attributes as possible.

- Create outreach materials showing the high percentage of seniors in Irondequoit, community loyalty, and the excellent base of nearby community and supportive services available to seniors. Appropriate sites, based on community feedback, could be identified and presented with outreach materials.
- Explore funding opportunities and state/federal programs to support Irondequoit's existing Naturally Occurring Retirement Community (NORC) and consider ways to expand this network in the future.
- Consider a financial assistance program to assist economically disadvantaged seniors with exterior maintenance and building code issues for their single family homes, based on census tract data and local conditions analysis. As retirement households continue to age, they often have less disposable income. This may be a significant issue for Irondequoit because of the already high ratio of older adults in the Town. A financial assistance program, perhaps using targeted Community Development Block Grant funds, could help offset this issue. Before undertaking such a program, other communities with similar programs will be profiled to gain an understanding of guidelines, costs, and the successes/failures of providing such incentives.

Ensure a range of housing options for new residents.

The influx of young households is important to the continued economic vitality of a community. Strategies and programs will be created to attract young households to Irondequoit.

- Enhance the quality of rental options for new residents. Irondequoit has a limited base of newer, high-quality rental options. Given that many young adults and empty nesters are renters, this limits the Town's ability to attract these groups. Maintaining and enhancing the quality of the existing rental base will be encouraged. This will include continuing to work with property owners through code enforcement, as well as design standards.

Rental Registry

The Town currently maintains a rental registry, which helps to monitor property conditions and ensure that rental properties contribute positively to our community's neighborhoods.

The Town will maintain the registry process, and make modifications and improvements as needed, as part of its efforts to maintain high-quality residential neighborhoods throughout the town.

Short Environmental Assessment Form

Part 1 - Project Information

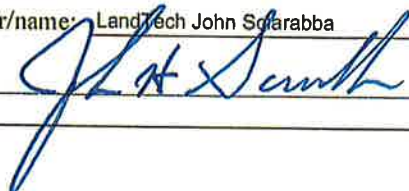
Instructions for Completing

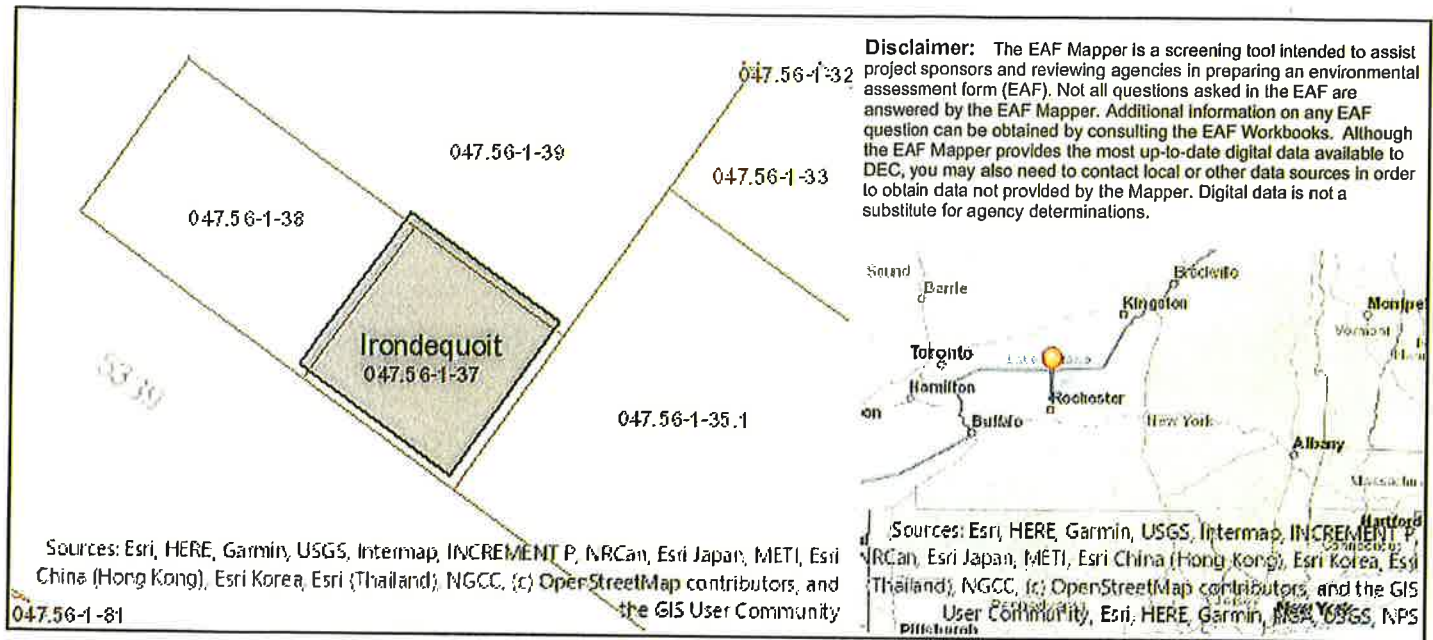
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information							
Name of Action or Project: Anchor Manor Apartments							
Project Location (describe, and attach a location map): Located on the north side of St. Paul Boulevard between second Street and Summerville Drive							
Brief Description of Proposed Action: This project consists of re-developing several properties into one upscale Multi-Family project. This project will contain 6 units for rent and 6 individual garages. We believe that there is a need for housing in the Summerville neighborhood and this project will service the public need for long term housing in the area. The goal is to combine all these properties into three lots and connect the proposed building to the public utilities that are at the site.							
Name of Applicant or Sponsor: LandTech- John Sciarabba		Telephone: 585-442-9902 E-Mail: John@landtechny.com					
Address: 1105 Ridgeway Avenue							
City/PO: Rochester		State: NY	Zip Code: 14615				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="text-align: center;">☒</td> <td style="text-align: center;">☐</td> </tr> </table>	NO	YES	☒	☐
NO	YES						
☒	☐						
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: ZBA and Planning Board approval			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="text-align: center;">☐</td> <td style="text-align: center;">☒</td> </tr> </table>	NO	YES	☐	☒
NO	YES						
☐	☒						
3. a. Total acreage of the site of the proposed action? 0.44 acres b. Total acreage to be physically disturbed? 0.44 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 0.44 acres							
4. Check all land uses that occur on, are adjoining or near the proposed action:							
5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland							

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☐	☒	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☐	☒	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Lake Sturgeon	NO	YES
	☐	☒
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	☐	☒
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☐	☒
We intend to connect to existing storm sewer at the site		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
I am not aware of any remediation at this site	☐	☒
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: LandTech John Sclarabba Date: 12-23-24		
Signature:  Title: Project Engineer		



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Lake Sturgeon
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

MONROE COUNTY CLERK'S OFFICE
ROCHESTER, NY

THIS IS NOT A BILL. THIS IS YOUR RECEIPT

Return To:
ALJOSS PROPERTIES LLC
1171 TITUS AVENUE
ROCHESTER, NY 14617-

STALTERI, SALVATORE
ALJOSS PROPERTIES LLC

Receipt # 1192087
Index DEEDS
Book 11496 Page 435
No. Pages : 4
Instrument DEED
Date : 02/02/2015
Time : 10:09:01AM
Control # 201502020108
TT # TT0000009379
Ref 1 #
Employee : AlanaM

COUNTY FEE TP584	\$	5.00
COUNTY FEE NUMBER PAGES	\$	15.00
RECORDING FEE	\$	45.00
RP5217 COUNTY FEE	\$	9.00
RP5217 STATE EQUALIZATION FE	\$	116.00
STATE FEE TRANSFER TAX	\$	0.00

Total \$ 190.00

State of New York

MONROE COUNTY CLERK'S OFFICE

WARNING - THIS SHEET CONSTITUTES THE CLERKS
ENDORSEMENT, REQUIRED BY SECTION 317-a(5) &
SECTION 319 OF THE REAL PROPERTY LAW OF THE
STATE OF NEW YORK. DO NOT DETACH OR REMOVE.

CHERYL DINOLFO
MONROE COUNTY CLERK



PR182-201502020108-4

TRANSFER AMT

TRANSFER AMT \$1.00

QUIT CLAIM DEED

RECORDED

THIS INDENTURE, made the 28 day of January, 2015.
BETWEEN

2015 FEB -2 AM 10:09
MONROE COUNTY CLERK

Salvatore Stalteri, residing at 251 Gilmore Road, Brockport, NY 14420
grantor

Aljoss Properties, LLC, located at 1171 Titus Avenue, Suite E, Rochester, NY 14617
grantee

WITNESSETH that the grantor, in consideration of ONE DOLLAR (\$1.00) lawful money of the United States, and other valuable consideration paid by the grantee, does hereby remise, release and quitclaim unto the grantee, their heirs and assigns forever,

SEE ATTACHED SCHEDULE A

Subject to all covenants, easements and restrictions of record, if any, affecting the said premises.

Being and hereby intending to convey the same premises conveyed to grantor by Bargain and Sale Deed recorded in the Monroe County Clerk's Office on May 29, 2014 in Liber 11396 of Deeds, page 375.

TAX ACCOUNT NUMBER: 047.56-1-35.1
PROPERTY ADDRESS: 5324 St. Paul Blvd, Irondequoit, NY 14617
TAX MAILING ADDRESS: 1171 Titus Avenue, Suite E, Rochester, NY 14617

TOGETHER with the appurtenances and all the estate and rights of the grantor in and to said premises.

TO HAVE AND TO HOLD the premises herein granted unto the grantee, its heirs and assigns forever.

The words "grantor" and "grantee" shall be construed to read in the plural whenever the sense of this deed so requires.

IN WITNESS WHEREOF, the grantor has hereunto set their hands and seals the day and year first above written.

Record and Return to Aljoss Properties, LLC, 1171 Titus Avenue, Rochester, NY 14617

In Presence of:

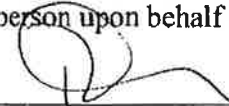


Salvatore Stalteri

L.S.

State of New York)
County of Monroe) ss.:

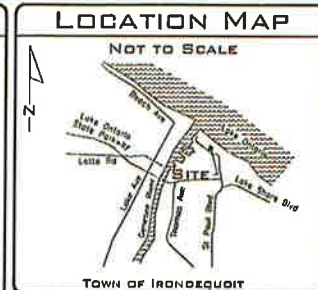
On the 28 day of January in the year 2015 before me, the undersigned, a Notary Public, personally appeared **Salvatore Stalteri**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.



Notary Public

RHONDA L. MALDONADO
Notary Public, State of New York
Monroe County, Reg #01MA6033445
Commission Expires November 15, 2017

\$235-30A(1) Lot Width 100' min.
\$235-30A(2) Lot Depth 200' min.
\$235-30B(1) Side Yard Setback 25' min.
\$235-30B(2) Rear Yard Setback 60' min.
\$235-30B(3) Front Yard Setback Average & 60' min.
\$235-30B(4) Corner Lot Not <50' from Side Street
\$235-30D Building Lot Coverage <33 1/3%



GENERAL NOTES

1. Tax Account Numbers: 047.58-1-35.1 5324 St. Paul Blvd
047.58-1-37 5334 St. Paul Blvd
047.58-1-38 5340 St. Paul Blvd
047.58-1-39 8 Second St
2. Owner: ALJOSS Properties, LLC
3. Total Area: 0.436± acres (19,000 sq ft)
4. This project is located in Town Lot 34, Township 14, Range 7, Town of Irondequoit, County of Monroe, State of New York.
5. This project is located within Other Areas-Zone X (Areas determined to be outside the 0.2% annual chance floodplain) according to Flood Insurance Rate Map number 36959C02040, dated August 28, 2008.
6. Existing utilities were plotted from referenced survey and record maps.

ZONING NOTES

C - Zoning District

Min lot area
Min lot depth
Min lot width
Min front setback

Min side setback

Min rear setback

Max building height
Max building coverage
Max impervious coverage
Max Outdoor Seating

Code for C Business District
20,000 sq ft.

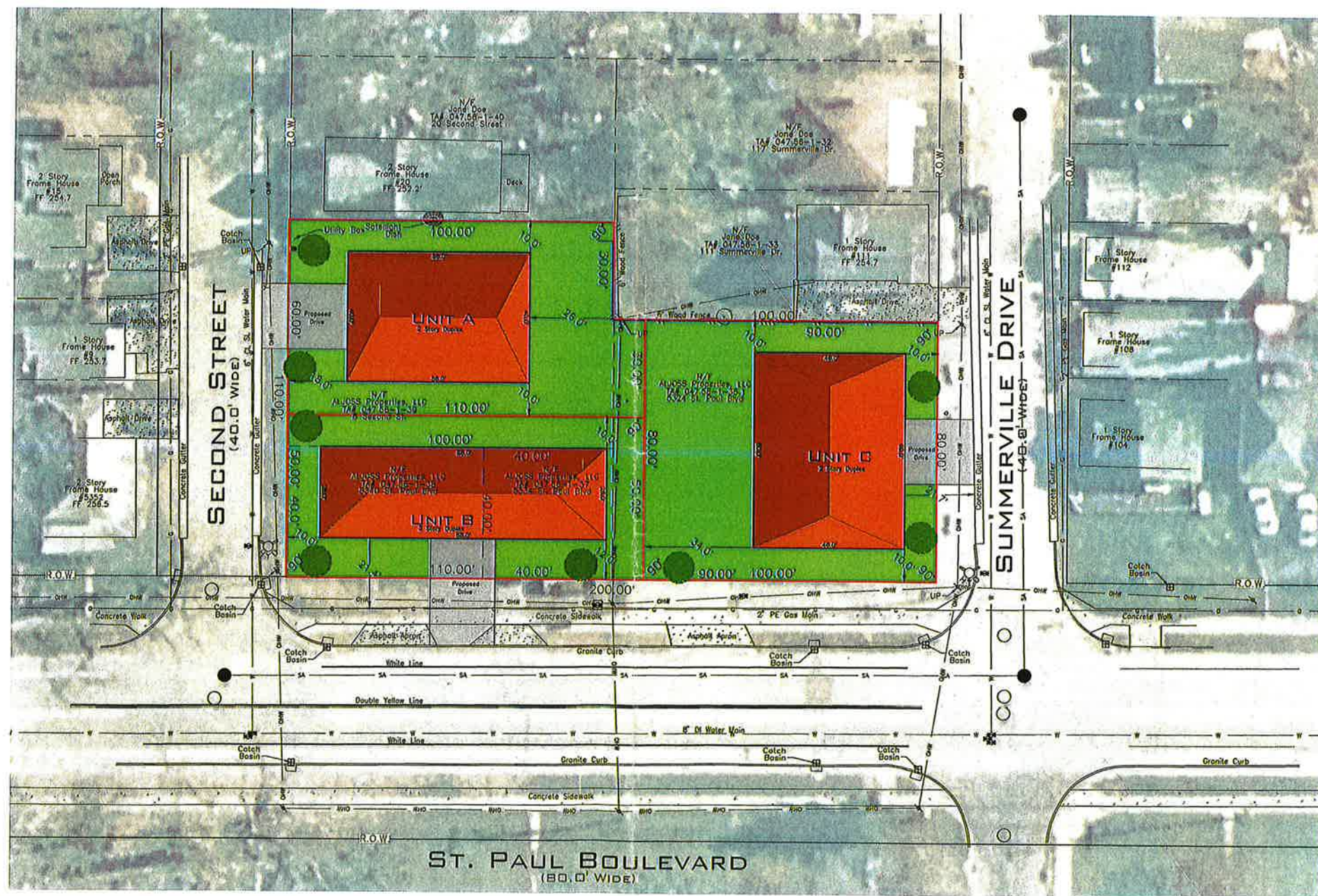
80' (except in the event that existing buildings within 200 feet on either side thereof extend nearer than 80 feet to a street line, such minimum front yard depth shall be the average setback of such existing buildings, but in no case less than 5 feet from a street line.)

whichever is greater.)
60' (except that where a rear lot line abuts a residential district, no building shall be nearer to such lot line than a distance equal to the height of the building or 80 feet, whichever is greater.)
45'

33	1/3%	7,583	Sq Ft Building=	40%
80%		14,907	Sq Ft Impervious=	78%
20				

PARKING SCHEDULE:

Proposed Parking Spaces	6 Garage spaces 6 Driveway spaces
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APPROVALS:

DIRECTOR OF DEVELOPMENT SERVICES DATE

DIRECTOR OF PLANNING AND ZONING _____ DATE _____

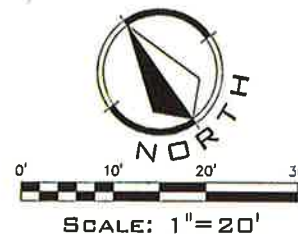
COMMISSIONER OF PUBLIC WORKS _____ DATE _____

DEPARTMENT OF PUBLIC WORKS, SEWERS DATE

FIRE MARSHAL _____ DATE _____



1-800-962-7962



LANDTECH
SURVEYING & PLANNING P.L.L.C.
1105 RIDGEWAY AVE - ROCHESTER, NY - 14615
PHONE (585) 442-9902 - INFO@LANDTECHNY.COM

ANCOR MANOR APARTMENTS TOWN OF IRONDEQUOIT, MONROE COUNTY STATE OF NEW YORK		SCALE: 1"=20'	
		DATE: 2-5-24	
		DRAWN BY: KMS	11-4-24
		CHECKED BY: JHS	3-8-24
		PROJECT NUMBER:	23389
CONCEPT 11-4-24		Updated the concept plan	JHS
		Updated the concept plan	JHS
		Updated the concept plan	JHS
		REVISIONS	



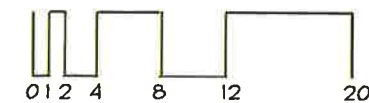
UNIT "A" - SECOND STREET ELEVATION



UNIT "B" - ST. PAUL BOULEVARD ELEVATION



UNIT "C" - SUMMERVILLE DRIVE ELEVATION



DATE: 12/05/24

PROPOSED DUPLEXES

Second Street,
St. Paul Boulevard &
Summerville Drive
Riverview, New York

project

DAVID STRABEL R.A.

Wells, Maine 04090 &
Brockport, New York 14420
www.davidstrabel.com
585-637-5366

architect

**EXTRACTION OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A
RESOLUTION AUTHORIZING THE USE OF FUND BALANCE FOR POLICE
VEHICLES**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025 at 7:00 P.M. local time there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member
Brown Hutchinson, LLP	Attorney for the Town

Town Board member _____ offered the following resolution and moved its adoption:

WHEREAS, the Irondequoit Police Department needs to purchase three (3) patrol vehicles at an estimated cost of \$150,000; and

WHEREAS, the purchase was not anticipated in the 2025 budget; and,

WHEREAS, the estimated cost of the vehicles is \$150,000 and will be made available in account A1312000-521550 from the general fund balance.

NOW, THEREFORE BE IT RESOLVED, that the Town Board is authorizes the use of fund balance in an amount not to exceed \$150,0000 to be paid from account # A131200-521550 for the purchase of police vehicles.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

**EXTRACT OF THE MINUTES OF A REGULAR MEETING OF THE TOWN BOARD ADOPTING
A RESOLUTION TO RATIFY THE CSEA WHITE COLLAR TENTATIVE AGREEMENT**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York, held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025, at 7:00 p.m. local time, there were.

PRESENT:

Andraé Evans

Town Supervisor

Ann Cunningham

Town Board Member

Grant Malone

Town Board Member

John Perticone

Town Board Member

Peter Wehner

Town Board Member

Brown & Hutchinson

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the collective bargaining agreement with the CSEA White Collar Unit (the “Union”) expired on December 31, 2024; and

WHEREAS, the negotiating teams for the Town and the Union have reached a tentative agreement upon the substantive terms of a new contract covering the period from January 1, 2025 through December 31, 2027; and

WHEREAS, the Union has advised the Town that the Union’s members have ratified the tentative agreement; and

WHEREAS, the Town’s negotiating team recommends that the Town Board approve the tentative agreement reached with the Union; and

WHEREAS, the Town intends to approve the tentative agreement subject to the integration of its terms into a final successor collective bargaining agreement.

NOW, THEREFORE BE IT RESOLVED, that the Town Supervisor is hereby authorized to execute and deliver a successor collective bargaining agreement with the Union that incorporates the substantive terms set forth in the tentative agreement presented today, and such collective bargaining agreement so executed and delivered shall be a valid, binding and enforceable obligation of the Town.

This resolution shall take effect immediately.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING
A RESOLUTION AUTHORIZING ATTENDANCE AT THE STATE OF NEW YORK
POLICE JUVENILE OFFICERS ASSOCIATION INC 2025 ANNUAL CONFERENCE**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025, at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Deputy Town Supervisor

Brown Hutchinson LLP

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the Chief of Police recommends that an Investigator attend the State of New York Police Juvenile Officers Association, Inc.'s 2025 Annual Conference in Niagara Falls, New York, beginning August 25, 2025, and ending August 29, 2025; and

WHEREAS, funding for this conference is available in the 2025 Police Department budget, Account A1312000-54000. The approximate cost will be \$300.00.

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes an Investigator attend the State of New York Police Juvenile Officers Association, Inc.'s 2025 Annual Conference in Niagara Falls, New York, beginning August 25, 2025, and ending August 29, 2025.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Deputy Town Supervisor	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____



New York's Juvenile Officer and School Resource Officers Association

HOME ABOUT US > CONFERENCE PAGE MEMBERSHIP /JOIN US TRAINING > SNYPJOA STORE RESOURCES NEWS DONATE

LOG IN

[Back](#)

Add to my calendar

2025 Annual Training Conference

Start 08/25/2025

08:30

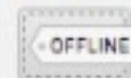
End 08/29/2025

17:00

Location Niaraga Falls NY

Registration

- **Member - Conference Registration - \$350.00**
Special conference pricing for members
- **MEMBER ONLY - Early Bird Special Pricing - \$300.00**
Benefit for members only, reduced registration pricing for members who register before April 1st, 2025 with payment
- **NON- Member Conference Registration - \$450.00**
conference registration for non-SNYPJOA members



REGISTER

2025 Annual Conference

50th Annual Training Conference is being held at the Niagara Falls Convention Center with hotel accommodations at the Sheraton Hotel. Each training course is 38 hours with a certificate issued with successful completion of the course.

CONFERENCE REGISTRATION FEES ARE SEPERATE FEES FROM HOTEL REGISTRATION AND MEAL PACKAGE FEES

Hospitality room open every night Sunday - Thursday night free to all paid attendees, with a Live Auction Tuesday and Wednesday nights.

HOTEL and FOOD REGISTRATION: After you register for the conference with the SNYPJOA you will get a confirmation email with a link to the Niagara Falls Convention Center, With this link you can register for meal package first which will lead to hotel registration after confirmed for your meal package.

Courses being offer are:

Basic Juvenile Police Officers Course

Basic School Resource Officers Course

Advanced Juvenile Police Officers Course

Advanced School Resource Officers Course

Community Resource Officers Course

Continuing Education - Workshop Series

1971 Western Avenue, PMB 104
Albany, NY 12203

(518) 456-0704
Fax (518) 456-0561

**EXTRACT OF MINUTES OF MEETING OF TOWN BOARD AUTHORIZING
ACCEPTANCE OF NEW YORK STATE DIVISION OF HOMELAND
SECURITY AND EMERGENCY SERVICES GRANT IN THE AMOUNT OF UP
TO \$25,000.00 FOR THE YEAR 2023-2026**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025 at 7:00 P.M. local time; there were

PRESENT:

Andraé Evans
Ann Cunningham
Grant Malone
John Perticone
Peter Wehner

Town Supervisor
Town Board Member
Town Board Member
Town Board Member
Town Board Member

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the New York State Division of Homeland Security and Emergency Services, in an effort to enhance law enforcement preparedness and operational readiness along the borders of the United States and to enhance cooperation, coordination and operational capabilities between Federal, State, local and tribal law enforcement agencies in a joint mission to secure the U.S. Borders, has provided a monetary grant to the Monroe County Sheriff's Office ("Grant"); and

WHEREAS, the Monroe County Sheriff's Office is the primary recipient of said Grant and pursuant to the terms of the Grant is to administer certain funds to the Irondequoit Police Department and facilitate the use thereof; and

WHEREAS, the Irondequoit Police Department wishes to accept the Grant funding for the year 2023, pursuant to the terms and conditions of its Memorandum of Understanding with Monroe County; and

WHEREAS, the Grant revenue will be appropriated to A131200-443896 – Federal Grant -Stonegarden (IPD) for the 2023-2026 year; and

WHEREAS, \$22,304.87 will be allocated per fiscal year to personnel overtime (which includes personnel fringe benefit costs including FICA, Medicare, Retirement and Health Insurance) to be paid from A131200-443896 and associated benefit accounts; \$1,473.75 per fiscal year be allocated to mileage to be paid from A1312000 543500; and

WHEREAS, the Town Board determines that accepting the Grant and the Grant activities constitute Type II actions pursuant to 6 NYCRR § 617.5(c)(26) (routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment) and (31) (purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials) and therefore no further review is needed pursuant to the New York State Environmental Quality Review Act (6 NYCRR § 617.5(a)).

NOW THEREFORE BE IT RESOLVED, that the Town Board accepts the Grant for the years 2023-2026 and amends the police operating budget for the year 2023-2026 by appropriating up to \$25,000.00 of Grant revenue into account A131200-443896 - Federal Grant-Stonegarden (IPD);

AND BE IT FURTHER RESOLVED, that \$22,304.87 will be allocated per fiscal year to personnel overtime (which includes personnel fringe benefit costs including FICA, Medicare, Retirement and Health Insurance) to be paid from A131200-443896 and associated benefit accounts; \$1,473.75 will be allocated to mileage to be paid per fiscal year from A1312000 543500;

AND BE IT FURTHER RESOLVED, that that any and all actions taken by the Town Supervisor, Acting Supervisor, or Chief of Police prior to the date of adoption of the foregoing resolutions which would have been authorized by the foregoing resolutions but for the fact that such actions were taken prior to such date, be, and each hereby is, ratified, approved, confirmed and adopted as a duly authorized act of the Town in all respects and for all purposes.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone_____	voting
Town Board Member	Wehner_____	voting
Town Board Member	Malone_____	voting
Town Board Member	Cunningham_____	voting
Town Supervisor	Evans_____	voting

**U.S. Department of Homeland Security
Bureau of Customs and Border Protection
Operations Order Report**

Op Order Name: OPSG OO NY MONROE FY23 23-BUNROC-09-001
Op Order Number: 23-BUNROC-09-001
Op Dates: From: 9/01/2023 **to** 8/31/2026

Report Date: September 30, 2023

(U) Warning: The information contained herein remains under the control of the Department of Homeland Security (DHS), through U.S. Customs and Border Protection (CBP). It is being disseminated for authorized law enforcement purposes only.

(U) This document contains information that is UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO). It contains information that may be exempt from public release under the Freedom of Information Act (5 U.S.C. § 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO information and is not to be released to the public, the media, or other personnel who do not have a valid need-to-know without prior approval of an authorized CBP official.

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Executive Summary

The 2023 Stonegarden Grant will fund Operation Stonegarden (OPSG) through FY 2026. The grant funds will be utilized by state and local law enforcement agencies in Monroe County in order to facilitate partnerships and enhance border enforcement capabilities. In coordination with U.S. Border Patrol, state and local law enforcement agencies will exercise their unique jurisdictional capabilities in order to collaboratively address border security issues.

OPSG supports the current 2022-2026 Border Patrol Strategic Plan (BPSP) by increasing the use of intelligence-driven operations to focus resources against the greatest threats. OPSG also supports the current BPSP by working with federal, state, local, tribal, and international partners in an integrated manner. Participation in the operation will increase situational awareness in the Rochester Border Patrol Station's (Zone 22 and Zone 23) Area of Responsibility (AOR) and assist the Border Patrol in protecting the American people from the entry of dangerous goods and people between the ports of entry. This encompasses all threats, including terrorists and terrorist weapons and Transnational Criminal Organizations (TCO's)

I. SITUATION

A. General Situation:

Lake Ontario has a high potential for the undetected entry of terrorists and terrorist weapons, as well as narcotics and human smuggling. This is due to a lack of appropriate manpower to provide 24-hour patrolling capabilities as well as a lack of technology with the capability to detect, identify, classify, and track cross-border incursions.

B. Terrain/Weather:

Terrain: The terrain in the Rochester Border Patrol Station AOR consists of open areas (advantage), densely wooded areas, densely populated residential areas, and swamps (disadvantages), inlets, and bays. The Lake Ontario State Parkway mirrors the shoreline through almost the entire Rochester Border Patrol Station AOR and provides access to major egress routes leading to Interstate 90, and further into the United States. At some points, the Lake Ontario State Parkway is less than 100 feet from the Lake Ontario shoreline.

Weather: The temperatures can range in severity from sub-zero temperatures in the winter to temperatures in excess of ninety degrees in the summer. The weather conditions can include blizzard-like conditions and ice in the winter, to heavy rain, wind, high humidity, and severe thunderstorms in the summer.

C. Criminal Element:

Canadian intelligence indicates that there are numerous known terrorist organizations operating in Canada. Drug Trafficking Organizations (DTOs) in the province of Ontario produce large quantities of hydroponic marijuana, with the United States being the main market for the product.

Friendly Forces:

Participating Agencies are Monroe County Sheriff's Office (MCSO), Irondequoit Police Department (IPD), Greece Police Department (GPD), Webster Police Department (WPD), New York State Department of Environmental Conservation (DEC), and New York State Police (NYSP).

Agency	Number of Officers in Department	Number of Officers Available for OPSG
Monroe County Sheriff's	335	293
Irondequoit Police Department	52	39
Greece Police Department	95	91
Webster Police Department	35	33
New York State Police	4820	68
New York State Department of Environmental Conservation	32	27

II. MISSION

On order, state, local, and tribal law enforcement agencies will utilize Stonegarden funding to support the Buffalo Sector (BUN) Chief Patrol Agent's mission of identifying and prioritizing threats, conducting targeted enforcement operations, denying key terrain and infrastructure in order to create an adverse operating environment for TCOs.

Enforcement operations will consist of coordinated joint marine and land enforcement. This includes specific joint operations, roving patrols, marina checks, and tactical traffic checkpoints.

III. EXECUTION

A. Management/Supervisor Intent:

Purpose: Improve situational awareness and ensure rapid response to shared border security threats through increased unity of effort and information sharing among partner agencies.

End State: Buffalo Sector and partner agencies, through collaboration, information sharing, and unified effort, will acquire a shared understanding of the border security environment and enhance enforcement capabilities to combat transnational criminal activity in border communities.

Objectives:

- Enhance marine patrols on Lake Ontario and roving patrols concentrating on the functional equivalent to the international boundary.
- Develop cross-border intelligence information and share the obtained data for enhanced operational posture.

B. General Concept:

Operation Stonegarden, regarding this particular grant, will be conducted during fiscal year 2023 through 2026. Participating agencies will expend funds by August 31, 2026. Stonegarden operational activities will emphasize those measures that increase border security in direct coordination with U.S. Border Patrol. State and local law enforcement personnel will provide enhanced enforcement by increasing patrol presence in proximity to the border and/or routes of egress leading from the border.

C. Specific Responsibilities:

The Rochester Border Patrol Station management will be responsible for directing State, County and local agencies utilizing OPSG funds to support border enforcement activities in the Rochester Station AOR. Frag Orders will be entered into BPETS for special operations throughout the fiscal year.

The MCSO, IPD, GPD, WPD, NYSP and DEC will be responsible for providing manpower as their workforce permits, to supplement border enforcement activities in conjunction with the Rochester Border Patrol Station. These activities include, but are not limited to roving patrols, checkpoint operations, marine enforcement, and marina checks. Sub-recipients and associated friendly forces will not enforce Title 8 (U.S. Immigration Law) nor will they be granted any additional authorities or powers. Sub-recipients and associated friendly forces will enforce state law and local municipality codes against violators in target areas to help reduce criminal activity associated with transnational criminal activity to increase border security. Procedures for addressing manpower support are located in the coordinating instructions.

D. Coordinating Instructions:

Supervisory Border Patrol Agent William Cardona will be the U.S. Border Patrol point of contact for Operation Stonegarden participants. Operation Stonegarden participants will be assigned to an initiative located in the specific responsibilities section at shift musters and submit daily activity reports into HSIN.gov outlining the funds that were expended within 48 hours.

The Monroe County Sheriff's Department will work with the State Administrative Agency and coordinate the reimbursement of funds for all respective agencies who participate in Operation Stonegarden.

Monroe County Sheriff's Department: Administrative:

-Page 3 of 9-

For Official Use Only/Law Enforcement Sensitive.

Jennifer Curley, Senior Police Planning Specialist: Phone: 585-753-4710

Sergeant Matthew MacKenzie: Phone: 585-703-5009

Irondequoit Police Department:

Captain Mark Jesske: Phone: 585-336-6000

Greece Police Department:

Lieutenant Vince Visconte: Phone: 585-943-5847

Webster Police Department:

Lieutenant Jeffrey Webster: Phone: 585-872-1216

New York State Police:

Senior Investigator Robert Gardner: Phone: 716-713-1294

Department of Environmental Conservation:

Lieutenant Shea Mathis: Phone: 716-220-6860

E. Public/Open Records Requests:

In order to accomplish the Operation Stonegarden mission, law enforcement sensitive information is shared between Federal, State, and local friendly forces. This information includes: intelligence sharing, CONOPS/Applications, Operations Orders, Fragmentary Orders, Daily Activity Reports, After Action Reports, and more. OPSG records and documents are Law Enforcement Sensitive and are to be secured by all parties involved in OPSG operations from release of data or information to individuals or entities without a legally sufficient need to know.

OPSG documents, data, and information must also be protected from inadvertent or improper distribution.

State Administrative Agencies, Sub-Recipients, and Friendly Forces should while maintaining state and local policy also notify their local USBP Sectors Staff when a public disclosure request is received. USBP Sector Staff will notify the appropriate USBP HQ Staff about the request for awareness. USBP HQ will provide applicable assistance to ensure the appropriate handling of the request to insure maximum protection of Personally Identifiable Information (PII) and Operations Security (OPSEC) of OPSG documents, data, and information.

IV. ADMINISTRATION/LOGISTICS

A. Cost Estimates/Funding Issues:

FRIENDLY FORCES

Administration/Logistics/Budget	Narrative Justification (Computation of Items)		Federal Request
Law Enforcement Operational Overtime * Over 50% in OT funding needs a Personal Cap Waiver request letter	MCSO	\$33,000.00	\$101,373.09
	Webster	\$3,687.75	
	IPD	\$16,783.20	
	Greece	\$20,461.35	
	NYS Police	\$10,800.79	
	NYS DEC	\$16,640.00	
Fringe Benefits for Law Enforcement	MCSO	\$13,200.00	\$35,269.15
	Webster	\$1,594.58	
	IPD	\$5,521.67	

		Greece	\$7,161.47	
		NYS Police	\$3,132.23	
		NYS DEC	\$4,659.20	
		Overtime and Fringe Total		\$136,642.24
General Equipment * Justification Letter needed for \$100K or more purchases * If more space is needed show total equipment cost and list all equipment in justification section of budget.				
		Greece #1 LPR (030E-01-ALPR)	\$7,373.11	\$7,373.11
Special Equipment * Needs Justification Letter				
Vehicles, Watercraft, other type of vehicles * Needs Justification Letter Regional Capability Building Equipment * Needs Justification Letter		MSCO Item #2 12TR-00-TEQP	\$54,000.00	\$54,000.00
		N/A		
		Equipment Total		\$61,373.11
Vehicle	Fuel Cost			
Equipment	Maintenance Cost			\$0.00
	Mileage Cost	IPD \$1,473.75 Webster \$510.90		\$1,984.65
Travel, Lodging, and Per diem	For Deployed LE and/or Federally Sponsored (DHS/FEMA) border security task force meetings (IPTs)	N/A		\$0.00
State M&A		State can take up to 2.5% of total allocation		\$0.00
County M&A	subtract state M&A from allocation and total county M&A cannot exceed 5%			\$0.00
		Total M&A		\$
Indirect Costs	If using Indirect Costs a letter must be attached explaining FEMA's agreed percentage	Sub-recipient's Indirect cost total		

Unallocated Funds	Individual total of unallocated funds for each Sub-recipient and Friendly Force	
	Total Funding Cost	\$200,000

Overtime					Fringe	
Agency name	Officers	Estimated Hours (per Officer)	Estimated Overtime Rate	Estimated Overtime total	Estimated Fringe Rate	Estimated Fringe total
MCSO	293	1.7	\$66.00	\$33,000.00	40.00%	\$13,200.00
Webster PD	33	1.5	\$74.50	\$3,687.75	43.24%	\$1,594.58
NYS DEC	32	8	\$65.00	\$16,640.00	28%	\$4,659.20
Greece PD	91	3	\$74.95	\$20,461.35	35.00%	\$7,161.47
IPD	52	4.15	\$77.70	\$16,783.20	32.90%	\$5,521.67
NYS Police	91	1.43	\$83	\$10,800.79	29.00%	\$3,132.23
				Total	Total	\$35,269.15

Equipment Maintenance						
Agency name	Item Number	AEL #	Equipment name	Quantity	Price	Total

General Equipment						
Agency name	Item Number	AEL #	Equipment name	Quantity	Price	Total
Greece PD	1	030E-01-ALPR	License Plate Reader	1	\$7,373.11	\$7,373.11
GPD will use the LPR system to increase our capacity to prevent, protect against, and respond to border security issues. The LPR system will increase our law enforcement capabilities to provide an enhanced law enforcement presence support border security efforts. The use of the data obtained from the LPR system increase the operational readiness of GPD to support the border security mission and improve coordination among Federal, State and local agencies.						

Vehicles, Watercraft, other type of vehicles						
Agency name	Item Number	AEL #	Equipment name	Quantity	Price	Total
MCSO	2	12TR-00-TEQP	Enclosed Trailers	2	\$54,000	\$54,000
Monroe County Sheriff's will utilize the trailers for transportation of these previously purchased OPSG Assets:						

2 Snowmobiles and 1 UTV.

Mileage			
Agency name	Estimated miles	Estimated Mileage Rate	Estimated Mileage total
Webster PD	780	\$0.655	\$510.90
Irondequoit PD	2250	\$0.655	\$1,473.75
		Total	\$1,984.65

Monroe County Friendly Forces Breakdown									
Agency	Overtime	Fringe	Equipment	Fuel	Maint.	Mileage	Travel	M&A	Total
MCSO	\$33,000.00	\$13,200.00	\$54,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,200.00
Webster	\$3,687.75	\$1,594.58	\$0.00	\$0.00	\$0.00	\$510.90	\$0.00	\$0.00	\$5,793.23
IPD	\$16,783.20	\$5,521.67	\$0.00	\$0.00	\$0.00	\$1,473.75	\$0.00	\$0.00	\$23,778.62
Greece	\$20,461.35	\$7,161.47	\$7,373.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,995.93
NYSP	\$10,800.79	\$3,132.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,933.02
NYDEC	\$16,640.00	\$4,659.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,299.20
Total Cost	\$101,373.09	\$35,269.15	\$61,373.11	\$0.00	\$0.00	\$1,984.65	\$0.00	\$0.00	\$200,000.00

N/A

B. Lodging:

N/A

C. Reception of Detailed Personnel:

N/A

D. Uniform and Equipment:

All agencies will wear authorized uniforms and items as dictated by their respective agencies.

E. Special Equipment:

N/A

F. Processing:

Apprehended individuals and seized property will be processed in accordance with federal, state, and local laws, policies, and guidelines.

G. Medical:

Medical emergencies will be managed by individual participating agencies in accordance with existing policies and practices.

Rochester General Hospital
1425 Portland Ave.
Rochester, NY 14621

H. Detention/Transportation:

Apprehended individuals will be transported in accordance with federal, state, and local laws, policies, agreements, and guidelines of the arresting agency.

I. Vehicles:

Marked U.S. Border Patrol Vehicles; Marked LE Vehicles/Vessels

V. COMMAND/CONTROL/COMMUNICATION

A. Chain of Command:

Participating agencies will maintain their individual chains of command as dictated by internal policies and guidelines.

Buffalo Sector Headquarters:
Chief Patrol Agent Thomas Martin
Acting Deputy Chief Patrol Agent James D'Amato
Division Chief Luis R. Tafoya
OPSG Rep: Special Operations Supervisor Jeffrey McNaughton

B. Unit Command:

Rochester Border Patrol Station
Patrol Agent in Charge Juan Ramirez Jr.
OPSG Rep: Supervisory Border Patrol Agent William Cardona

C. Communications Detail:

All agencies will use their respective communications protocols and dispatch centers for normal operations. Interagency communication will be available through joint patrols and radio frequency scanning.

D. Map Coordinates:

Notes: MCSO Marine Unit Irondequoit, NY

Area of Operations

	Longitude	Latitude
Degrees: Minutes: Seconds	77 :36 :14	43 : 15 :18
Decimal	-77.603935	43.254901
Location Zone : Border Zones 22 and 23		

VI. ANNEX

A. Administration Annex:

N/A

B. B. Execution Annex:

N/A

C. Communication Annex:

N/A

D. Media Action Plan:

All Media inquiries will be directed to the Buffalo Border Patrol Sector PIO.

E. Legal Review:

Applicable legal matters associated with this operation will be forwarded through the Chain of Command to CBP Counsel for review and guidance.

F. Risks

No risks have been associated with this Op Order.

G. Photos:

No Photos are associated with this application.

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING
A RESOLUTION AUTHORIZING ONLINE FORCE SCIENCE CERTIFICATION
COURSE TO BECOME A FORCE SCIENCE ANALYST**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025, at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the Chief of Police would like to attend the online Force Science Certification Course to become a Force Science Analyst. This is a self-paced online training course where he will learn the science behind human behavior and performance during very brief or violent force encounters. The Chief of Police has up to 1 year to complete the online course; and

WHEREAS, funding for this online training class is available in the 2025 Police Department budget, Account A1312000-54000. The approximate cost will be \$1,399.00.

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes the Chief of Police to attend the online self-paced training course to become certified Force Science Analyst. The Chief has up to 1 year to complete the online course.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member Perticone	voting_____
Town Board Member Wehner	voting_____
Town Board Member Malone	voting_____
Town Board Member Cunningham	voting_____
Town Supervisor Evans	voting_____

🖱️ **Seats Open:** FS Certification | February 3 - 6 | Phoenix, AZ

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FORCE SCIENCE CERTIFICATION COURSE

BECOME A FORCE SCIENCE ANALYST

 TAKE IN-PERSON

 TAKE ONLINE

**Learn the Science Behind Human
Behavior and Performance During
Force Encounters.**

Participants will uncover the unbiased truth and scientific realities surrounding officer performance under stress, action/reaction time, memory, decision-making, and more during complex, rapidly unfolding encounters.



Develop

AN
UNDERSTANDING OF OFFICER
PERFORMANCE.



Revolutionize

YOUR
DEPARTMENT'S
POLICE OFFICER
TRAINING
PROGRAMS.



Support

COMMUNITY
AND MEDIA
RELATIONS
EFFORTS.



Enhance

USE OF FORCE
INVESTIGATIVE
PROCESSES
AND
PROCEDURES.



Inform

DEPARTMENTAL
POLICY
DECISIONS.



Improve

POST-EVENT
INTERVIEW
PROCEDURES.



Evaluate

YOUR AGENCY'S
TACTICS AND
FORCE OPTIONS.



Gain

ACCESS TO
EVIDENCE-
BASED
RESEARCH ON
TRENDING LEO
ISSUES.

Course Overview

Encounters involving the use of force are often very brief and violent. Law enforcement officers must give their utmost in response, perception, decision-making, and performance to protect themselves and ensure the public's safety. Judgments passed on actions in these situations, whether in administrators' offices, courts, media coverage, or among citizens, are often made quickly before the facts are gathered and without foundation in the science of human behavior or performance under stress.

The Force Science Certification Course uses the combined knowledge of a team of world-class experts to explore the complex mix of human dynamics involved in the

often complicated, confusing, and controversial uses of force by law enforcement personnel.

The primary objective of this intensive course is to prepare law enforcement professionals to understand human factor dynamics more thoroughly and completely while investigating cases involving the use of force. Participants will learn to promote peak performance in pressurized situations and understand what actually occurs in tense and emotionally charged use-of-force events. This preparation allows graduates to draw clear, accurate, and concise conclusions in their investigations.

The course will use research and input from a group of experts to teach the following concepts and more:

- ✍ Why individuals may recall facts they believe to be the truth when their accounts conflict with forensic evidence.
- ✍ The advisability of making site visits or video reviews before a video statement is recorded.
- ✍ What sleep and memory research says about timing interviews after significant events.
- ✍ What stress-induced visual and auditory anomalies are, and how to deal with them during interviews.
- ✍ Successful interview techniques for an accurate and thorough recollection of details in force encounters.
- ✍ Whether shots to the back really reflect what shooters saw when they fired.
- ✍ How to avoid critical mistakes during post-incident interviews.
- ✍ The facts about use of force decisions: How long it takes to start and stop actions.
- ✍ How to enhance decision-making through police officer training.

Tuition Fee

Pick How You
Want To Learn!
The Force
Science
Certification
Course Is Now
Offered Both In-
Class And
Online.

IN-PERSON LEARNING

Hybrid Environment

\$ **1695** /se
at

- ✓ 29 Hours of In-Class Learning (3.5 Days)
- ✓ 11 Hours of Self-Paced Online Learning
- ✓ 40 Total Training Hours
- ✓ 12 Expert Instructors
- ✓ Course Books Provided
- ✓ Q/A Sessions with Experts
- ✓ Group Discussions

ONLINE LEARNING

Self-paced Learning
Environment

\$ **1399** /se
at

- ✓ 29 Hours of HD Videos
- ✓ 7 Expert Instructors
- ✓ Course Books Shipped
- ✓ 12 Month Access
- ✓ Email & Zoom Support Options

[LEARN MORE](#)

[FIND CLASS](#)

“

THERE IS A TREMENDOUS NEED FOR THE APPLICATION OF HUMAN SCIENCE IN FORCE INVESTIGATIONS. WITHOUT IT, CONTROVERSIAL OFFICER-INVOLVED SHOOTINGS AND OTHER USES OF FORCE—EVEN PURSUITS, WHICH ALSO INVOLVE SPLIT-SECOND DECISION-MAKING IN HIGHLY STRESSFUL, RAPIDLY EVOLVING CIRCUMSTANCES—CAN EASILY BE MISJUDGED, WITH DEVASTATING CONSEQUENCES.

Dr. William Lewinski, Ph.D. / Force Science Executive Director,
Senior Researcher & Instructor

Course Structure

The course materials are delivered through a series of learning blocks, including lectures, visual presentations, and clinical case studies. Expert instructors will help learners identify and understand physical and psychological phenomena associated with human behavior and demonstrate how these can impact performance under stress. Some of the main learning blocks include:

05:16

- Anatomy & Physiology
- Psychology of Crisis Encounters
- Human Performance
- Arrest Related Death
- The Cognitive Interview
- Principles of Biomechanics
- Officer-Involved Shootings

The certification materials will also explore the latest unique and scientifically based insights on hot law enforcement topics such as:

- Skill acquisition.
- Decision-making.
- Traffic stop attacks.
- Timing of interviews.
- Timing and dynamics of attack initiation.
- Deployment of body-worn cameras (BWC).
- De-Escalation of potentially violent situations.
- Safety threats associated with prone subjects.
- Using vehicles as "mobile weapons of mass destruction."
- How exhaustion impacts officer performance in force encounters.

Course Requirement

A participant's ability to complete this certification course and earn the designation of **Force Science Analyst** is dependent on their ability to perform satisfactorily the following:

In-Person Course

- Full attendance each day.
- Daily participation in interactive group discussion exercises.
- Complete 14 self-paced open-book sectional quizzes.
- Complete a three-part online practical exam using real-life officer-involved shooting incidents.

Online Course

- Complete and upload the course study guide.
- Watch all lecture and presentation videos in full (29 hours broken up into 1 hour to 2.5 hours sessions).
- Complete six self-paced open-book online exams
- Complete a three-part online practical exam using real-life officer-involved shooting incidents.

**EXTRACT OF THE MINUTES OF MEETING OF A MEETING OF THE TOWN BOARD
APPROVING A RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO AN
AGREEMENT WITH MONROE COUNTY DIVISION OF SOCIAL SERVICES, ROCHESTER
WORKS AND THE TOWN OF IRONDEQUOIT**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York on the 18th day of February 2025 at 7:00 P.M. local time; there were:

PRESENT:

Andrae' Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Brown Hutchinson LLP Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, pursuant to resolution 2024-084 the County of Monroe (“County”), Rochester Works, and the Town of Irondequoit (“Town”) entered into an Intermunicipal Agreement in regards to a job training program; and

WHEREAS, the County has entered into a contract with Rochester Works to place and manage public benefit recipients in work experience activities and to develop Skills, Training and Experience Program (STEP) opportunities in the community of which a copy is attached in Exhibit “A”; and

WHEREAS, the Town of Irondequoit, Department of Public Works is a location where participants in the STEP program would learn skills; and

WHEREAS, this program bares no cost to the Town of Irondequoit; and

WHEREAS, Rochester Works and Monroe County desire to renew this agreement. However, moving forward they prefer the term of the agreement to be from January 1, 2025 through December 31, 2025. This agreement may be renewed in writing upon mutual consent of the parties; and

WHEREAS, this agreement shall remain in effect for the period stated above, unless it is terminated by either party with a sixty (60) day prior notice for any reason or no reason; and

WHEREAS, amendments to this agreement can be made only in writing and duly executed by both parties. Any modification or amendment shall be attached to and become part of this Agreement.

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Supervisor to enter into an Intermunicipal Agreement for the STEP jobs training program with the Monroe County Division of Social Services and Rochester Works;

AND, BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign any other documents necessary.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

Exhibit “A”



AGREEMENT WITH
TOWN OF IRONDEQUOIT
Monroe County Division of Social Services
And
RochesterWorks, Inc.

This AGREEMENT, made the 1st day of 2025, by and between the MONROE COUNTY DIVISION OF SOCIAL SERVICES (MCDSS), with its principal place of business at 111 Westfall Road, Rochester, New York 14620, hereinafter designated the “Social Services District”, and RochesterWorks, Inc., on behalf of the Skills, Training and Experience Program with its principal place of business at 100 College Avenue, Suite 200, Rochester, New York 14607, and 691 St. Paul Street, Rochester, New York 14605.

And Town of Irondequoit, with its principal place of business at 2629 E Ridge Rd Rochester, NY 14622, hereinafter designated the “Sponsor”.

WHEREAS, the MCDSS is the local social services district for Monroe County, New York, and is charged with receiving and administering federal Temporary Assistance for Needy Families (TANF) funds, state Safety Net Assistance funds and Supplemental Nutrition Assistance Program (SNAP) Employment and Training (SNAP E&T) funds to be used for work activities in accordance with New York State Social Services Law and its implementing regulations; and

WHEREAS, MCDSS has entered into a contract with RochesterWorks, Inc. to place and manage public benefit recipients in work experience activities and to develop Skills, Training and Experience Program (STEP) opportunities in the community; and

WHEREAS, the Sponsor is a state or federal government institution, a municipality, a public agency, or a public or private nonprofit entity desiring to provide STEP activities for recipients of TANF, Safety Net Assistance, and/or SNAP benefits under an agreement complying with such provision of law and regulations.

Now, therefore, it is agreed as follows:

1. RochesterWorks, Inc., as the MCDSS contracted vendor for the management of the Skills, Training, and Experience Program (STEP), shall assign to the Sponsor recipients of TANF, Safety Net Assistance, and/or SNAP benefits (hereinafter called “interns”) to whom the Sponsor shall assign STEP activities in accordance with the provisions of this Agreement and applicable law and regulations.
2. STEP activities shall be performed at the Sponsor’s office, or at such other worksite locations mutually agreed upon by both parties in writing.
 - a. The STEP assignment, however, must serve a useful public purpose in fields such as health, social services, environmental protection, education, urban and rural development,

- and redevelopment, welfare, recreation, operation of public facilities, public safety, or child day care.
- b. Prior to assigning any intern to a work site sponsor, both MCDSS and RochesterWorks, Inc. have reviewed intern-provided information on their work history, interests, skills, abilities, and any potential barriers to employment. This includes review of intern-provided information on criminal background, substance use history, mental and physical health limitations.
 - c. Every effort is made to match the intern and the work site sponsor agency based on sponsor needs and consideration of the intern's individual circumstances.
3. The assignment of an intern to a work experience activity must not result in:
 - a. The displacement of any currently employed employee or loss of job or position, including partial displacement such as reduction in the hours of non-overtime work, wages or employment benefits, or result in the impairment of existing contracts for services or collective bargaining agreements;
 - b. The assignment of an intern to a work experience activity when an employee is on layoff from the same or any equivalent position, or the sponsor has terminated the employment of any regular employee or otherwise has reduced its workforce with the effect of filling the resultant functional vacancy with such intern;
 - c. Any infringement of the promotional opportunities of the sponsor's employees;
 - d. The performance, by such intern, of a substantial portion of work ordinarily and actually performed by regular employees; or
 - e. The loss of a bargaining unit position as a result of the STEP intern performing, in part or in whole, the work normally performed by the employee in such position.
 4. STEP assignments shall not be made at any worksite at which the regular employees are on a legal strike against the employer or are being subjected to a lock out by the employer.
 5. No intern shall be assigned to a STEP activity that conflicts with his or her bona fide religious beliefs.
 6. RochesterWorks, Inc. will advise the Sponsor as to the number of mandatory hours for which each intern must participate in work experience activities each month.
 - a. An intern may be assigned to STEP activities for a maximum number of hours calculated by dividing his or her public assistance grant and allotment of SNAP benefits, if applicable, by the state or federal minimum wage, whichever is higher.
 - b. The limitation of the number of hours of work experience activities to which an intern may be assigned is only a calculation of allowable hours in work experience activity and does not mean that such intern is receiving a wage for the performance of such activities; the intern is not "working off" the grant, but is engaged in work experience activities as an element of his or her plan to become self-sufficient. In no event may an intern be required to work more than forty hours in any week.
 - c. Interns are generally placed at a sponsor agency for up to six months. Placements for over six months may be made under exceptional circumstances and only upon agreement of all parties.

7. RochesterWorks, Inc. will advise the Sponsor as to any limitations an intern may have with regards to the nature of STEP activities in which they may participate; interns will be required to perform only those activities that are within their physical capabilities.
8. The Sponsor will maintain and provide to RochesterWorks, Inc. time records with respect to each intern and shall ensure that such time records are adequate to meet the needs of both RochesterWorks, Inc. and MCDSS. Such time records will include the Sponsor's name and address, the intern's name, the hours during which the intern participated in work experience activities, and the period covered by the report. The Sponsor will notify RochesterWorks, Inc. if an intern refuses and/or fails to perform assigned work experience activities.
9. The Sponsor warrants that it will not discriminate on the grounds of age, race, color, religion, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity of expression, or any other characteristic protected by federal, state or local laws.
10. Interns shall not be required to travel an unreasonable distance from their homes (generally a round trip lasting more than two hours) or to remain away from their home overnight for the purpose of participating in work experience activities.
11. The Sponsor shall provide for each intern, workers' compensation or equivalent protection for on-the-job injuries and tort claims protection on the same basis, although not necessarily at the same benefit level, as such protections are provided to the Sponsor's employees in the same or similar positions.
12. The Sponsor shall promptly notify RochesterWorks, Inc. of an intern's absence (whether for illness or otherwise), except when such absence is on a preplanned basis approved by RochesterWorks, Inc. or MCDSS. Such notification shall include prompt telephone notice to RochesterWorks, Inc., followed by written confirmation if requested. Additionally, the Sponsor shall report to RochesterWorks, Inc. any injury to or illness of any intern.
13. The Sponsor shall provide adequate supervision to the intern.
 - a. Interns must always have on-site supervision from the work site sponsor agency.
 - b. The sponsor will review the performance and attitude of all interns with a representative of RochesterWorks, Inc. at regular and mutually convenient intervals.
 - c. The sponsor will provide RochesterWorks, Inc. with an organizational chart that clearly outlines the supervision and reporting structure for interns placed with the sponsor.
14. The Sponsor will establish and maintain appropriate standards of health, safety, and other work conditions to ensure that interns are adequately protected against hazards or activities that may affect adversely their health or safety. Such standards shall meet or exceed those required by public employee safety and health standards as established in New York State Labor Law § 27-a.
15. MCDSS will provide transportation or will meet the cost of transportation, provide necessary allowance for childcare, and provide other supportive services as may be required by interns.
16. The Sponsor shall provide any special clothing, specific tools or equipment that may be required for the intern to perform work experience activities.

17. Interns may be required to operate a motor vehicle while executing work experience activities. If so, the sponsor shall provide the motor vehicle, and also shall provide adequate liability insurance for such motor vehicle which shall cover the intern who will be operating the vehicle. Only properly licensed interns may be assigned such work experience activities.
18. The Sponsor may terminate the work experience activities of any intern. The Sponsor shall promptly furnish RochesterWorks, Inc. with a written evaluation, content and format as provided by RochesterWorks, Inc., of the intern's performance and the reason for the termination.
19. The Sponsor may offer full-time paid employment to any intern, provided the Sponsor furnishes to RochesterWorks, Inc. and MCDSS written notice of such offer and the intern's acceptance or rejection thereof, including details as to the job description, wages and date of employment.
 - a. The sponsor agency may be eligible for wage subsidy/diversion programs operated by MCDSS and RochesterWorks, Inc., including on the job training (OJT) funds and Transitional Employment Advancement Program (TEAP).
 - b. Sponsors interested in OJT or TEAP must contact RochesterWorks, Inc. and MCDSS in writing to determine the intern's eligibility for the wage subsidy program PRIOR to the intern starting paid employment.
 - c. Eligibility determinations for OJT and TEAP are the sole responsibility of MCDSS and RochesterWorks, Inc. Sponsors will be notified of approval or denial of request for OJT or TEAP funding in writing by RochesterWorks, Inc. within six (6) days of receiving the written request.
20. Confidentiality regulations generally prohibit MCDSS and/or RochesterWorks, Inc. from disclosing any personal or case-related information about the intern to the work site sponsor.

21. INDEMNIFICATION

RochesterWorks, Inc. shall defend, indemnify and save harmless the Division and the County, its officers, agents, and employees from and against all liability, damages, costs or expenses, causes of actions, suits, judgments, losses, and claims of every name not described, including attorneys' fees and disbursements, brought against the Division and/or the County which may arise, be sustained, or occasioned directly or indirectly by any person, firm or corporation arising out of or resulting from the performance of the services by RochesterWorks, Inc., its employees, agents or subcontractors, the provision of any products by RochesterWorks, Inc., its employees, agents, or subcontractors, arising from any act, omission or negligence of the Contractor, its employees, agents, or subcontractors, arising from any breach or default by RochesterWorks, Inc., its employees, agents, or subcontractors under the Agreement. Nothing herein is intended to relieve the Division or the County from its own negligence or misfeasance or to assume any such liability for the Division or the County by RochesterWorks, Inc.

22. TERM OF AGREEMENT

This Agreement shall be for the period January 1, 2025 through December 31, 2025.
This agreement may be renewed in writing upon mutual consent of the parties.

23. TERMINATION OF AGREEMENT

This Agreement shall remain in effect for the period specified above, unless it is terminated by either party hereto, at any time upon sixty (60) days prior written notice to the other party for any reason, or for no reason.

24. AMENDMENTS TO AGREEMENT

This Agreement may be modified or amended only in writing and duly executed by both parties. Any modification or amendment shall be attached to and become part of this Agreement.

In witness thereof, the parties have executed this agreement on the dates noted below.

By:

Commissioner, Monroe County Division of Social Services

Date:

By:

RochesterWorks, Inc., Executive Director

Date:

By:

Town of Irondequoit

Date:

**EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A
RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN CALCULATION
WORKSHEET FOR NEW YORK STATE
SNOW & ICE 2024-2025 SEASON**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th of February, 2025 at 7:00pm local time; there were:

PRESENT:

Andrae' Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Brown Hutchinson	LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the Town of Irondequoit has entered into agreements with New York State for Snow & Ice Removal on New York State Roadways for many years;

WHEREAS, pursuant to Resolution 2019-308 the Town of Irondequoit and New York State entered into a new agreement for a period of five (5) years with the Town of Irondequoit for Snow & Ice Removal on New York State Roadways commencing July 1, 2019 and ending June 30, 2024; and

WHEREAS, the Town of Irondequoit and New York State desire to extend this agreement period for an additional five (5) years commencing July 1, 2024 and ending June 30, 2029; and

WHEREAS, pursuant to Resolution 2024-307, the reimbursement amount needs to be modified to read \$33,452.44 for 6.8 lane miles for the 2024-2025 Snow & Ice Removal season. NYS notified the Town afterwards that the 3 year average was less than what was voted on; and

WHEREAS, NYS requests to have the Supervisor sign the attached estimated Expenditure Calculation/Adjustment Worksheet as shown in Exhibit "A".

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby approves the Supervisor signing the estimated Expenditure Calculation/Adjustment Worksheet with New York State for Snow & Ice Removal on New York State Roadways.

AND BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to execute any and all documents related to this agreement.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

Exhibit “A”

Contract #	Municipality	Ext. Period	Region #	Extension #
D014748	Town of Irondequoit	2024-2029	4	1

AGREEMENT TO EXTEND MUNICIPAL SNOW AND ICE AGREEMENT

☒ **Time and Materials**

☐ **Fixed Lump Sum**

☐ **Indexed Lump Sum**

This Agreement made this _____ day of _____, _____ by and between THE PEOPLE OF STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER"), and the _____ of the _____ (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, the COMMISSIONER and the MUNICIPALITY have entered into an Agreement No. D014748 entitled Municipal Snow and Ice Agreement between the New York State Department of Transportation and the Municipality of _____ dated 2/11/2020; and

WHEREAS, the term of the said Agreement is for a period of five years commencing **July 1, 2019** and the said Agreement provides that the parties may at the end of each 5-year term of the Agreement extend such term for an additional five years; and

WHEREAS, the present term of the Agreement, as extended, expires June 30, 2024; and Section 1 of said Agreement allows up to a maximum of three extension periods of five years each for a maximum contract life of twenty years;

WHEREAS, Section 7 of the said Agreement provides that the COMMISSIONER shall furnish the MUNICIPALITY with a suitable map for each term of the Agreement, or for any extended term thereof, modified to show the changes, if any, to the State Highways affected by this Agreement.

WHEREAS, Sections 9 & 10 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the COMMISSIONER subject to the aforementioned provisions at the time for extension of the Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and benefits between the parties,

WITNESSETH:

1. The aforementioned Snow and Ice Agreement between New York State Department of Transportation and the MUNICIPALITY" is hereby extended for a period of five years; now to expire on June 30, 2029, unless further extended.
2. The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the COMMISSIONER and the MUNICIPALITY, which shall be effective for the remainder of the term of the Agreement commencing July 1, 2024, unless changed by future agreement between the COMMISSIONER and the MUNICIPALITY.
3. All the terms and conditions of the original contract remain in effect except as follows. The estimated expenditure specified in Section 9 of the aforementioned Agreement shall be \$ _____ for 6.8 lane miles for each year of this five-year extension period, for a grand total of \$ _____, commencing **July 1, 2024**, unless changed by future update.

IN WITNESS WHEREOF, This Agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER, and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first above written.

Agency Certification Contract No. D014748

"In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract."

THE PEOPLE OF THE STATE OF NEWYORK

MUNICIPALITY

BY _____

BY _____

for Commissioner of Transportation

Dated: _____

Title: _____

STATE OF NEW YORK

) SS:

COUNTY OF)

On the _____ day of _____ in the year _____ before me personally came

_____ tome known who, being by me duly sworn, did depose and

say that he resides in _____ New York; that he is the

_____ of _____ the municipality described in and which executed the

above instrument; that he executed said instrument by order of the Governing Body of said municipality pursuant to a resolution which was duly adopted on _____ a certified copy of such resolution attached

hereto and made a part hereof.

Notary Public

APPROVED AS TO FORM

APPROVED BY NYS COMPTROLLER'S OFFICE

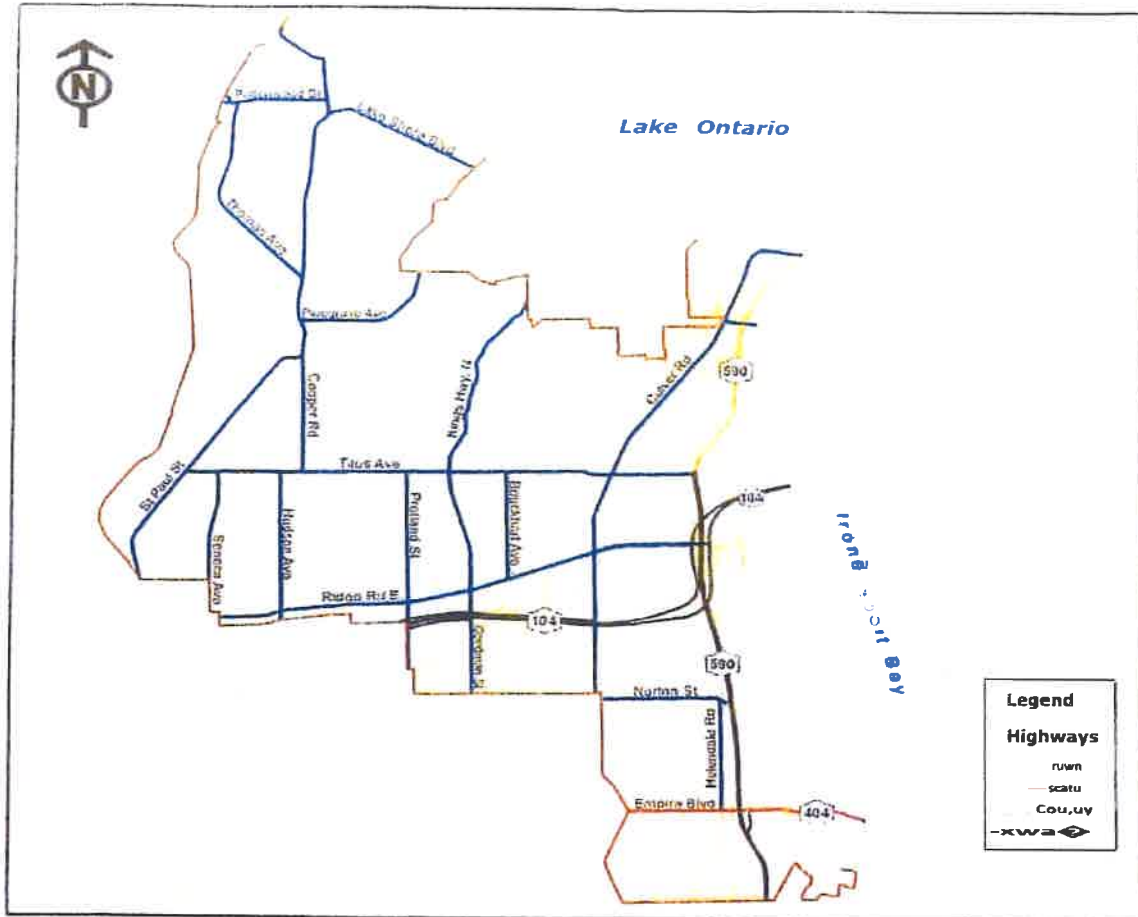
STATE OF NEW YORK ATTORNEY GENERAL

By: _____

By: _____

NYSDOT MUNICIPAL SNOW & ICE CONTRACTS	
Estimated Expenditure Calculation/Adjustment Worksheet For Time & Materials S&I Agreements	
MUNICIPALITY :	TOWN OF IRONDEQUOIT
CONTRACT #:	D014748
CONTRACT PERIOD :	2024/25-2028/29 CONTRACT LM: 6.80
2023/24 Actual Final	\$27,125.31
2022/23 Actual Final	\$31,994.12
2021/22 Actual Final	\$41,237.90
3-YEAR AVERAGE (2024/25 Estimated Expenditure)	\$33,452.44
2024/25 Interim Payment (67% Estimated Expenditure)	\$22,413.14
Total NEW Base Contract Value (3-year average x 5)	\$167,262.22
Reviewed/Approved By:	Signatures Below:
For Municipality:	
DOT Resident Engineer:	
DOT Snow & Ice Program Manager:	

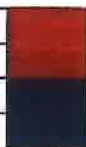
Town of Irondequoit



MAP SHOWING TOWN OF IRONDEQUOIT
RESPONSIBILITY FOR SNOW AND ICE CONTROL ON
STATE HIGHWAYS FOR SEASON OF 2024/2025

MILES - CONTRACT

C.L.	LANE
3.4	6.8



SNOW & ICE
CONTROL
PLOWING
ONLY

SIGNED

REGIONAL DIREG._TOR
OF OPERATIONS

DATE

SIGNED

FOR MUNICIPALITY

DATE

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO A CONTRACT FOR
SENIOR GOLF LEAGUES FOR SPRING/SUMMER 2025**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York, held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025, at 7:00 p.m. local time, there were

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Deputy Town Supervisor
Brown Hutchinson LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the Town of Irondequoit desires to contract with a golf course to provide tee times for the Senior Men's and Ladies' Golf Leagues in 2025; and

WHEREAS, these programs are paid for with fees received from participants and are appropriated for this purpose in account A1677275 541200; and

WHEREAS, the Town of Irondequoit seeks to contract for Senior recreational programming services with the Lake Shore Country Club as described in **Attachment A** hereto.

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to enter into contracts with Lake Shore Country Club as described in Attachment A in such form as approved by the Attorney for the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Deputy Town Supervisor	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

Dudley Hart, P.G.A. Tour
Partner

Chuck Hart
Managing Partner

Dawn Hart
General Manager

LAKE SHORE

1165 Greenleaf Road
Rochester, NY 14612
Tel: (585) 663-9100
Fax: (585) 663-2465
Golf Maint: (585) 621-4833
Shore Acres: (585) 621-1030

January 21, 2025

Dear League Official,

Please find enclosed your contract and invoice for the 2025 Golf Season. Carefully check the blanks in numbers 1 and 2 on the contract. Return a signed copy of the contract, along with a league roster for our records by March 1st. Should there be any changes in the contract, contact me by email at joshuaosborn@pga.com or by phone at (585) 663-9100. The invoice included should be paid in full by April 15, 2025.

Additionally, the price for league carts will be increasing from \$10.00 to \$11.00 per person this season. We received new carts last year and unfortunately, cart costs have risen approximately 50% since our last cart fleet.

Also, I would like to address course conditions. I understand that the conditions were below our usual standard during the second half of the season as we battled with staffing and equipment issues. We are working to address these issues so that Shore Acres can return to better conditions for 2025.

Looking forward to seeing you in the Spring!

Sincerely,



Josh Osborn
Head Golf Professional

Shore Acres Executive Course

2025 League Contract

I, (We), the undersigned officer(s) of the Town of Irondequoit, on behalf of the Irondequoit Senior Women's Golf League, understand and agree to the following terms for the 2025 golf season and affirm that I (we) have the authorization to act on behalf of the league.

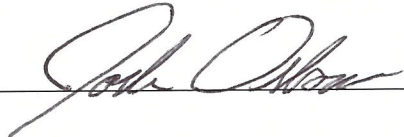
1. Lake Shore Properties, Inc. agrees to reserve the 1st tee of Shore Acres Executive Course for the League's 12 players on Wednesday's from 8:30 to 8:45 **A.M.** /P.M. for 16 weeks beginning May 14, 2025.
2. Price per league player will be **\$11.50 (A.M.)** / \$12.50 (P.M.) x 16 weeks (16 week minimum) = \$184.00 per player for the 2025 golf season.
3. Please note there is a seven (7) minute allowance between groups teeing off. There is no charge for substitution as long as they are playing for a paid member of the league during regular league play. Fivesomes are not permitted on the course during league play.
4. Shore Acres pace of play: Golfers should not take more than 2 hours to play 9 holes.
5. The league treasurer or representative shall pay the league fees in full by April 15th, 2025. Payment must be made with one (1) check. Any league not paid in full will be denied playing privileges.
6. The league secretary or representative will be responsible for supplying Lake Shore Properties, Inc. with the names and emails of all its players. **This list should accompany the return of the executed contract. If this is not possible we must receive the final list at least one month prior to the league start date.**
7. Should there be any changes in League Officers, the new Officer(s) are obligated by the terms of this contract.
8. Changes or amendments to this contract must be approved by both the League Officer(s) and Lake Shore Properties, Inc.
9. League schedules shall be subject to Lake Shore's event schedule. In the event that the event schedule is amended after the league schedule is established and a league date is cancelled, the league shall have the option of rescheduling that date at any available weekday time or receiving a green fee coupon that is valid at any time.
10. Bringing beverages (soft or alcoholic) onto Lake Shore property is strictly prohibited. Each league member is entitled to purchase beverages at Shore Acres at a reduced price on the evening of the league.

Town Supervisor (please print) _____ Phone: _____

We declare that this contract, once signed and dated by the respective parties, will be the only contract applicable to the Town of Irondequoit, on behalf of the Irondequoit Senior Women's Golf League for 2025 and shall replace any previous contracts.

By (Town Supervisor) _____ Date: _____

The undersigned hereby commits Lake Shore Properties, Inc. to abide by the terms of this contract as stated above.

By (Lake Shore)  Date: 1/22/25



1165 Greenleaf Road • Rochester, NY • 14612
(585) 663-9100
www.lakeshore-cc.com

2025
Shore Acres League Invoice

Today's Date: January 22, 2025

League Name: Irondequoit Senior Women

Starting Date: May 14, 2025

President: Chris Chavez

League Day: Wednesday

Starting Time: 8:30 AM

\$11.50(A.M.) / \$12.50(P.M.) X 16 Weeks = \$ 184.00 X 12 Players = \$2,208.00

TOTAL DUE: \$2,208.00

**** Balance Must be Paid by April 15, 2025 ****

Shore Acres Executive Course

2025 League Contract

I, (We), the undersigned officer(s) of the **Town of Irondequoit, on behalf of the Irondequoit Senior Men's Golf League**, understand and agree to the following terms for the 2025 golf season and affirm that I (we) have the authorization to act on behalf of the league.

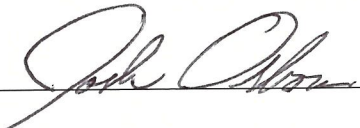
1. Lake Shore Properties, Inc. agrees to reserve the 1st tee of Shore Acres Executive Course for the League's 44 players on Friday's from 8:15 to 9:30 A.M. /P.M. for 20 weeks beginning May 2, 2025.
2. Price per league player will be **\$11.50 (A.M.)** / \$12.50 (P.M.) x 20 weeks (16 week minimum) = **\$230.00** per player for the 2025 golf season.
3. Please note there is a seven (7) minute allowance between groups teeing off. There is no charge for substitution as long as they are playing for a paid member of the league during regular league play. Fivesomes are not permitted on the course during league play.
4. Shore Acres pace of play: Golfers should not take more than 2 hours to play 9 holes.
5. **The league treasurer or representative shall pay the league fees in full by April 15th, 2025.** Payment must be made with one (1) check. Any league not paid in full will be denied playing privileges.
6. The league secretary or representative will be responsible for supplying Lake Shore Properties, Inc. with the names and emails of all its players. **This list should accompany the return of the executed contract. If this is not possible we must receive the final list at least one month prior to the league start date.**
7. Should there be any changes in League Officers, the new Officer(s) are obligated by the terms of this contract.
8. Changes or amendments to this contract must be approved by both the League Officer(s) and Lake Shore Properties, Inc.
9. League schedules shall be subject to Lake Shore's event schedule. In the event that the event schedule is amended after the league schedule is established and a league date is cancelled, the league shall have the option of rescheduling that date at any available weekday time or receiving a green fee coupon that is valid at any time.
10. Bringing beverages (soft or alcoholic) onto Lake Shore property is strictly prohibited. Each league member is entitled to purchase beverages at Shore Acres at a reduced price on the evening of the league.

Town Supervisor (please print) _____ Phone: _____

We declare that this contract, once signed and dated by the respective parties, will be the only contract applicable to the **Town of Irondequoit, on behalf of the Irondequoit Senior Men's Golf League** for 2025 and shall replace any previous contracts.

By (Town Supervisor) _____ Date: _____

The undersigned hereby commits Lake Shore Properties, Inc. to abide by the terms of this contract as stated above.

By (Lake Shore)  Date: 1/22/25

LAKE SHORE
COUNTRY CLUB

1165 Greenleaf Road • Rochester, NY • 14612
(585) 663-9100
www.lakeshore-cc.com

2025
Shore Acres League Invoice

Today's Date: January 22, 2025

League Name: Irondequoit Senior Men

Starting Date: May 2, 2025

President: Chris Chavez

League Day: Friday

Starting Time: 8:15 AM

\$11.50(A.M.) / \$12.50(P.M.) X 20 Weeks = \$ 230.00 X 44 Players = \$10,120.00

TOTAL DUE: \$10,120.00

**** Balance Must be Paid by April 15, 2025 ****

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AUTHORIZING LEASE OF FITNESS EQUIPMENT FOR USE IN THE
IRONDEQUOIT COMMUNITY CENTER**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025, at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Deputy Town Supervisor
Brown Hutchinson LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary for the Recreation Department to lease various pieces of fitness equipment for use in the Irondequoit Community Center; and

WHEREAS, the Recreation Department has determined that the benefits of leasing the fitness equipment outweigh the costs of purchasing the fitness equipment outright, particularly given the costs of maintenance, repairs, and insurance of purchased-equipment, and giving regard to the useful life thereof; and

WHEREAS, pursuant to Chapter 51 of the Irondequoit Town Code, the Recreation Department obtained a Sourcewell contract for the lease of the fitness equipment through NCL Government Capital; and

WHEREAS, the quote of \$219,792.71 leased over 4 years provides the best value to the Town of Irondequoit; and

WHEREAS, funding for this expense is available in account A1714063 542250

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes the lease of fitness equipment with NCL Government Capital for a term of 4 years in the annual amount of \$63,164.05

AND, THEREFORE, BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with NCL Government Capital in a form as approved by the Attorney for the Town, and to execute any documents related to such agreement.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Deputy Town Supervisor	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

January 29, 2025

Town of Irondequoit
450 Skyview Centre Parkway

Re: Fair Market Value Lease Proposal

Dear Sir or Madam:

Lease Servicing Center, Inc. dba NCL Government Capital ("NCL") is pleased to propose to Town of Irondequoit the following Fair Market Value Lease transaction as outlined below. Under this transaction, Town of Irondequoit would enter into a Fair Market Value Lease agreement with NCL for the purpose of acquiring Fitness Equipment. This transaction is subject to formal review and approval by both the Lessor and Lessee.

LESSEE:	Town of Irondequoit
LESSOR:	Lease Servicing Center, Inc. dba NCL Government Capital
EQUIPMENT:	Fitness Equipment
EQUIPMENT COST:	\$219,792.71
DOWN PAYMENT / TRADE-IN:	<u>\$0.00</u>
AMOUNT FINANCED:	\$219,792.71
FUNDING DATE:	February 28, 2025
EQUIPMENT DELIVERY DATE:	
DEFERRAL DAYS:	89
FIRST PAYMENT DUE:	May 28, 2025
TERM:	4 Years
ANNUAL LEASE PAYMENTS:	\$63,164.05

END OF LEASE OPTIONS:

1. Return equipment to Lessor
2. Renew Lease
3. Purchase equipment for its fair market value

PRICING:

The payments outlined above are locked, provided this proposal is accepted by the Lessee and the transaction closes/funds prior to March 1, 2025.

After these days, the final payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.

DOCUMENTATION FEE: \$500 paid to Lessor at closing

DOCUMENTATION: Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the State of Lessee.

TITLE / INSURANCE: Lessor shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.

SOURCEWELL
CONTRACT: #011620-NCL

NCL has been competitively bid and awarded a contract through Sourcewell (Formerly NJPA). **NCL's Sourcewell Contract # is 011620-NCL.**

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at (320) 763-7600. Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

Katie Vangsness - (320) 763-7600
katiev@nclgovcap.com

ACCEPTANCE

As a duly authorized agent of Town of Irondequoit, I hereby accept the proposal as outlined above and intend to close this financing with NCL, subject to final approval.

ACCEPTED:	_____	DATE:	_____
NAME:	_____	TITLE:	_____
PHONE:	_____		

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION APPROVING THE SPECIAL EVENT LICENSE FOR SHAMROCK JACK'S
LLC TO CONDUCT THEIR ANNUAL ST. PATRICK'S DAY FESTIVAL**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18TH day of February 2025 at 7:00 P.M. local time; there were:

PRESENT:

Andraé Evans
Ann Cunningham
Grant Malone
John Perticone
Peter Wehner

Town Supervisor
Town Board Member
Town Board Member
Town Board Member
Town Board Member

Harter Secrest & Emery LLP

Attorney for the Town

Town Board Member offered the following resolution and moved its adoption:

WHEREAS, the Town Clerk's Office received an application from Shamrock Jack's LLC to conduct their Annual St. Patrick's Day Festival beginning on Thursday, March 14, 2025 through Sunday, March 17, 2025; and

WHEREAS, this event will be conducted both inside their current business location at 4554 Culver Road and outside in a temporary tent structure from Nolan Tent Rental located on the property; and

WHEREAS, a temporary tent structure will be erected on Monday, March 11, 2025 and taken down on Monday, March 18, 2025; and

WHEREAS, this tent will be used for serving food, beverages and entertainment purposes with no cooking, smoking or open flame activities; and

WHEREAS, there will be car parkers wearing safety vests on premises to control traffic flow and two (2) security guards on each entrance/exit; and

WHEREAS, insurance has been reviewed and approved by the Town Insurance Carrier, expiring on April 28, 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board approves the Special Event License for Shamrock Jack's LLC to conduct their Annual St. Patrick's Day Festival from Thursday, March 14, 2025 (equipment set up on Tuesday, March 12, 2025) through Sunday, March 17, 2025 (equipment take down Monday, March 18, 2025), upon the condition that Shamrock Jack's notifies all affected residents before the event.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member

and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting
Town Board Member	Wehner	voting
Town Board Member	Malone	voting
Town Board Member	Cunningham	voting
Town Supervisor	Evans	voting



a town for a lifetime
IRONDEQUOIT *New York*

Scott Peters, IPD

Jeffrey David, Fire Marshal

Erin Magee, DPW Commissioner

To: Distribution

From: Melissa Rhoads, Clerk's Office

Date: 01/15/2025

Re: Application for the Annual Shamrock Jacks LLC St. Patrick's Day Celebration

Scott,

Please read the attached events application. It requires your review and approval.

Please review, approve and forward interoffice mail to Jeffrey David in the Fire Marshall's Office.

Jeffrey,

Please read the attached events application. It requires your review and approval.

Please review, approve and forward interoffice mail to Erin Magee in the Department of Public Works Department.

Erin,

Please read the attached events application. It requires your review and approval. Then please send back to me in interoffice mail.

Thank you for your prompt attention to this matter.

Attachment: Festival, Block Party, Sound Amplifying Applications

Event Name: Annual Shamrock Jacks St. Patrick's Day Celebration

Event Date: 03/14/2025-03/17/2025

Time: 9:00 a.m. – 10:00 p.m.

Place and Address: 4554 Culver Road

Name of Event: Shamrock Jacks, LLC

FOR TOWN USE ONLY: Festivals / Carnivals / Events

\$150.00 Application Fee

Date Received: 1/8/25 By: [Signature]

Insurance Approval:

by email from Susan 1/21/25

Fire Marshal Approval:

[Signature]
Signature
1/28/25
Date

Police Department Approval:

[Signature] #860089
Signature
01/15/2025
Date

Department of Public Works:

[Signature]
Signature
1/29/25
Date

Security Deposit (If Applicable)

Amount Taken: _____

Received by: _____

Date Received: _____

Melissa Rhoads

From: Susan Lamanna <susanlam@paris-kirwan.com>
Sent: Tuesday, January 21, 2025 12:38 PM
To: Latasha Elder
Cc: Melissa Rhoads
Subject: RE: Shamrock Jacks

Hi Latasha, Melissa,

All looks good, thank you!

Susan Lamanna
Commercial Account Representative
Paris-Kirwan Associates Inc.
255 East Ave, Suite 300
Rochester, NY 14604
585-461-6436 phone
585-340-1714 fax
susanlam@paris-kirwan.com

Please note my office hours are 7:30-4:00 M-Thurs and 7:30- 2:45 on Fridays.

From: Latasha Elder <lelder@irondequoit.gov>
Sent: Tuesday, January 14, 2025 4:21 PM
To: Susan Lamanna <susanlam@paris-kirwan.com>
Cc: Melissa Rhoads <mrhoads@irondequoit.gov>
Subject: Shamrock Jacks

Good Afternoon,

Attach find the following applications for the Shamrock Jacks Annual St Patrick's Day Festival:
Festival
Sound Amplifying
Block Party

Please review applications and provide an approval or denial.

I have copied Melissa Rhoads in on this email. She will be handling the process of applications moving forward.

Thank you,

Latasha Elder | Town Clerk
Town of Irondequoit

Town of Irondequoit
1280 Titus Ave
Rochester, NY 14617

January 08 2025

To whom it may concern:

Shamrock Jacks LLC would like to submit a letter of intent for our annual St. Patrick's Day festivities. This year we are looking to put up a tent in both parking lots going over Sea View Avenue. We have submitted the standard forms including the create of liability insurance naming the Town of Irondequoit as a certificate holder.

We are also including a map of proposed tent location. If there is any more information needed, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Petzing', with a stylized, flowing script.

Scott Petzing
Shamrock Jacks
(585) 439-9388
Scottpetzing@gmail.com

**APPLICATION FOR LICENSE TO CONDUCT
FESTIVALS/CARNIVALS/EVENTS**

NOTE: This application is pursuant to Town of Irondequoit Municipal Code, Chapter 194, "Special Events", attached.

If any section is not applicable to your event, please put N/A in lieu of leaving it blank.

GENERAL:

Name of Applicant: Shamrock Jacks LLC

Applicant's Address: 4554 Culver Rd

Telephone Number: 585-439-9288

If Corporation, list State of Incorporation: _____

Corporation Officers' Addresses: _____

Type of Event Planned: St. Patrick's Day Celebration

Event Site Address: 4554 Culver Rd

Location of Nearby Residents: (ATTACH A MAP SHOWING ALL RESIDENTIAL LOT LINES WITHIN 150 FEET OF EVENT SITE.)

Name of Outside Contractor (or Concessionaire): _____

Contractor Residence Address (Local): _____

Contractor Telephone No.: _____

Contractor Business Address: _____

Contractor Business Telephone No.: _____

Names of Contractor Employees: _____

(If additional space is needed, please list on reverse side of this sheet.)

If employees housed on event site, state in what manner: _____

Type and number of contractor rides/concessions/exhibitions to be used (Locate on map):

POWER:

Type of electrical power to be used (house current, generator, etc.): Generator
heaters, lights, 110/220

Location of generator on event site (Locate on map): Behind 160 Sea View
House electric

Type of lighting to be used (If searchlight is planned, indicate size and site location):

String lights in tent

PARKING/TRANSPORTATION:

Storage location of trailers and trucks (indicate on map):

Parking location of workers and patrons' vehicles (indicate on map):

Street route to be used to transport equipment/rides to and from event site: _____

Sea View Dr.

Nature and scope of event advertising: Social Media

Statement of method used by applicant and/or outside contractor to supervise

parking/traffic flow: Signage, Employees w/ vests for traffic
control

SURETY:

Applicant must file with Town Clerk, upon approval of application but prior to issuance

of license, the following:

CERTIFICATE OF LIABILITY INSURANCE insuring the licensee and the Town of Irondequoit for a minimum of \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage Liability, including Products and Completed Operations Coverage, arising out of the licensed activity.

NOTE: The Town of Irondequoit must be listed on a primary and non-contributory basis.

EVENT OPERATING SCHEDULE: (Maximum of 5 days from 8:00 AM to 12 Midnight only.)

Equipment/rides set up start date 3/11/25 Time 8:00 am
Event Start Date 3/14/25 Time 3:00 pm
Event Completion Date 3/19/25 Time 10:00 A.M.
Equipment/rides take down date 3/18 - 3/19 Time 8:00 A.M.

RESPONSIBLE PARTIES:

Person or alternate located on event site and responsible for all event activities during its operations:

NAME Scott Petzing
ADDRESS 101 Armstrong Ave
TELEPHONE NO. 585-439-9288

NAME Mike Petzing
ADDRESS 4554 Culver Rd
TELEPHONE NO. 585-369-2005

Date of Application: 1-8-2025

Signature of Applicant: 

***PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE THE TOWN CLERK'S OFFICE WITH A COMPLETED LICENSE APPLICATION AND PROPER INSURANCE REQUIREMENTS AT TIME OF SUBMITTAL. INCOMPLETE APPLICATIONS WILL NO LONGER BE ACCEPTED.**



TOWN OF IRONDEQUOIT

"Where the land and waters meet." Est. 1839

SOUND AMPLIFYING EQUIPMENT APPLICATION

25

NOISE LEVELS SHOULD BE KEPT AT A LEVEL AS SPECIFIED IN TOWN CODE, CHAPTER 160 - NOISE.
EXCESSIVE NOISE WILL RESULT IN POLICE ACTION.

Owner of Equipment

Name Stellar Sound Productions LLC
Address 6428 Hidden Acres
City/St/Zip Livonia, NY 14487
Telephone No. 585-734-5586

User of Equipment

Name Shamrock Tacks LLC
Address 4554 Culver Rd
City/St/Zip Rochester NY 14622
Telephone No. 585-439-9288

Location to be Used

Commercial

Residential

Name of Resident Shamrock Tacks / Scott Petzing
Address 4554 Culver Rd
Telephone No. 585-439-9288

Date and Rain Date

3-14, 15, 16, 17 2025
month day year / month day year

TIME: START 9:00am UNTIL 10pm

HAVE ALL AFFECTED RESIDENTS BEEN INFORMED? yes

Maximum sound producing power of the sound amplifying equipment:

Wattage to be used 110/220

Volume in decibels of sound which will be produced 15

License number of sound truck (if applicable) _____

General description of sound amplifying equipment which is to be used: Concert
Style Speakers

(for Town use only)

CK #8864

Police Dept. _____ Approved _____ Denied _____ Date _____

Town Clerk _____ Approved _____ Denied _____ Date _____

TOWN OF IRONDEQUOIT
APPLICATION FOR BLOCK PARTY

- Applications must be submitted to the Town Clerk's Office **TWO (2) WEEKS PRIOR TO THE BLOCK PARTY.**
- A driving lane of at least **TWELVE (12) FEET** must be kept open within the closed area at all times for emergency vehicles access.
- Use of only light weight barricades, which can easily be removed in case of an emergency. **NO VEHICLES MAY BE USED AS A ROAD BLOCKING DEVICE.**
- Noise levels should be kept at a level in keeping with the Town Ordinance #84-4. **EXCESSIVE NOISE WILL RESULT IN POLICE ACTION.**

Applicant Name: Shamrock Tanks LLC Daytime Phone #: 585-439-9288
Applicant Address: 4554 Culver Rd Evening Phone #:

CONTACT PERSON (IF DIFFERENT FROM ABOVE):

Name: Scott Petzing Daytime Phone #: 585-439-9288
Address: 101 Armstrong Ave Evening Phone #:

Scheduled Date: (Month) 3-11-25 (Date) 3-18-25
Rain Date: (Month) N/A (Date)
Time: From: 9:00 Am To: 10 PM

Location of Block Party:

Area to be blocked off? ☒ Yes ☐ No

If Yes, specify: Road closure between 160 Sea View and Culver Rd.

Request for barricades from Highway Department: ☒ Yes ☐ No

If yes, the Highway Department will deliver barricades the night before event.

Approximate number of participants: 500

*****ALL AFFECTED RESIDENTS MUST BE NOTIFIED OF BLOCK PARTY*****

Have all affected residents been notified? ☒ Yes ☐ No

If no, number informed: _____

Names and addresses of residents opposed to activity. (Attach separate sheet if necessary)"

Name: _____ Address: _____

Name: _____ Address: _____

Bus Route clearance received (if applicable): ☐ Yes ☐ No

*****Bus rerouting must be cleared by applicant with the Regional Transit Systems*****

The police department offers a service where a police officer comes to your block party, to be introduced to your neighbors, bearing a police emergency. The officer will bring "goodie" bags to hand out to the children, have the patrol car on display. And answer any questions the residents might have. If you have any further questions about this program, please call 336-6000 x2287.

☐ I am interested in having a police officer visit our block party. Preferred time: _____

☒ Thank you, but we are not interested in participating in this program.

For Town Use Only:

TOWN CLERK APPROVAL: _____ DATE: _____

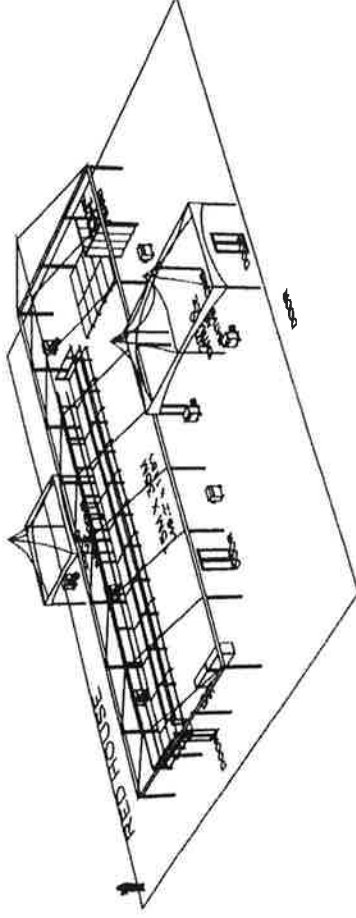
POLICE APPROVAL: _____ DATE: _____

FIRE MARSHAL APPROVAL: _____ DATE: _____

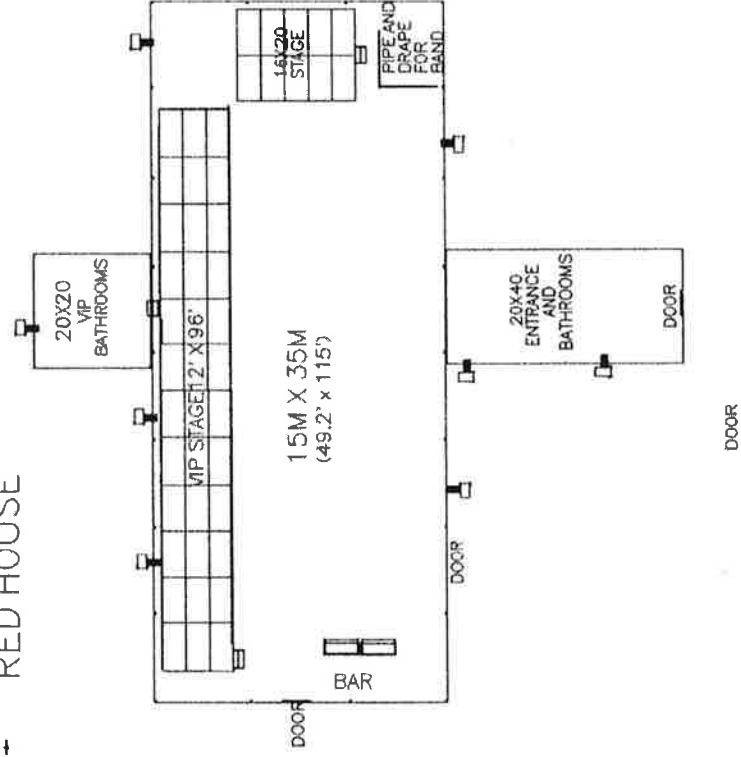
DPW COMMISSIONER APPROVAL: _____ DATE: _____

OF INTERSECTIONS/BARRIADAES NEEDED: _____ DATE: _____

Please Sign: _____



RED HOUSE



Shamrock Jack's St. Patrick's Day



McCarthy Events



Registered Fabric or
Concern Number

F-014001

Certificate of Flame Resistance

ISSUED BY:

SNYDER MANUFACTURING



Date treated or manufactured:

2024

This is to certify that the materials described on the bellow have been treated with a flame-retardant chemical or are inherently nonflammable.

FOR: McCarthy Tents & Events ADDRESS: 80 Sovran Dr, Webster, NY 14580
CITY: Rochester STATE: NY

Certification is hereby made that: (Check "a" or "b")

- ☐ (a) The articles described on the reverse side of this Certificate have been treated with a flame-retardant chemical approved and registered by the State Fire Marshal and the application of said chemical was done in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal.

Name of chemical used: _____ Chemical Registration #: _____

Method of application: _____

- ☒ (b) The articles described on the reverse side are made from a flame-resistant fabric or material registered and approved by the State Fire Marshal for such use.

Trade Name of flame-resistant fabric or material used: PRV-GROUP 2 Registration #: F-014001

The Flame Retardant Process Used WILL NOT Be Removed By Washing
(will or will not)

Aztec Tents

Name of Applicator or Production Superintendent

By: Alex Kouzmanoff

Name

President

Title

THIS REPRODUCIBLE ARTWORK IS FOR THE EXCLUSIVE USE OF STATE FIRE MARSHAL REGISTERED CONCERNS AND INDIVIDUALS FOR THE PRODUCTION OF REQUIRED FORMS

FR-3 (Revised 01/03/11)
Page 1 of 2

Items

Z22510FC1002	10x10 1pc. Festival Top UW
Z22510FC2002	10x20 1pc. Festival Top UW
Z22510FC2002	*10x30 1pc. Festival Top UW
Z22510FC2002	*10x40 1pc. Festival Top UW
Z22510FC2002	*10x50 1pc. Festival Top UW
Z22515FC1502	15x15 1pc. Festival Top UW
Z22515FC3002	15x30 1pc. Festival Top UW
Z22520FC2002	20x20 1pc. Festival Top UW
Z22520FC3002	20x30 1pc. Festival Top UW
Z22520FC4002	20x40 1pc. Festival Top UW

Certificate of Flame Resistance

Page: 1

Date Manufactured

10/5/2020

AZTEC TENTS
2665 COLUMBIA ST
TORRANCE, CA 90503
(800) 228-3687

Invoice Number: 0244679-IN

Customer P.O.:

Customer Number: MCMA145

This is to certify that the materials described below have been flame retardant treated (or are inherently flame retardant).

McCarthy Tents And Events

McCarthy Tents And Events
3353 Brighton Henrietta
Townline Road
Rochester, NY 14623

Certification is hereby made that the articles described below hereof are made from a flame-retardant fabric or material registered and approved by the California State Fire Marshal for such use. The fabric has been tested and passes the following standards: NFPA 701 Large Scale, UK BS7837:1996 (2015), Canadian-CAN/ULC S109-03, European M2. See chart to right for trade name of flame-resistant fabric or material used and additionally referenced on the label of the fabric panel.

Vendor	Trade Name	CA Cert. #
Brun	Mardi Gras	F-222.02
Brun	Mesh	F-222.04
California Comp.	Lam-Tex 12, 14, 16, 18oz	F-419.01
Coated Fabrics	Clear Vinyl 16ga / 20ga	F-570.02
DAF	Clear Vinyl 16ga / 20ga	F-593.01
DAF	DAF	F-593.02
Exclusively Expo	PolySateen Liner	F-434.01
Ferran	Preconstraint 502	F-444.01
Ferran	Preconstraint 702	F-444.08
Phillips Textiles	Phil-Tex Liner	F-509.01
PVC Tech.	Deco Cloth / Velon	F-594.01
Snyder	Weatherspan	F-140.01
Tn Vantage	Firestik Sunbrella	F-360.05
Tn Vantage	Patio 500	F-121.02
Tn Vantage	Big Top	F-121.10
Tn Vantage	Vanguard Webbing	F-069.01
Tn Vantage	Webbing / Coastline	F-069.01
Verseidag	Duraskin B1673, D1515	F-530.01

THE FLAME RETARDANT PROCESS USED WILL NOT BE REMOVED BY WASHING

David Bradley

Name of Applicator or Production Superintendent

General Manager- Manufacturing

Title of Applicator or Production Superintendent

ITEM CODE	ITEM DESCRIPTION	UNIT	ORDERED	PRODUCED
Z459G2502	25m Uniflex(P3) B/O Gable Panel Verseidag B1673 Blockout Keder Connection- Rail not included	EACH	2	2
Z459G2502	#25m INTERIOR Uniflex(P3) B/O Gable Panel Verseidag B1673 Blockout #Lace & Grommet Connection #Interior	EACH	2	2
Z459G1502	15m Uniflex(P3) B/O Gable Panel Verseidag B1673 Blockout Keder Connection- Rail not included	EACH	2	2
Z459155.002	15mx5m Uniflex(P3) B/O Roof Panel Verseidag B1673 Blockout	EACH	7	7





TOWN OF IRONDEQUOIT

"Where the land and waters meet." Est. 1839

INDEMNIFICATION AND CONTRIBUTION AGREEMENT

To the fullest extent permitted by law, Contractor agrees to indemnify, defend Town of Irondequoit any and all losses, claims, actions, demands, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, by reason of the liability imposed by law or otherwise upon Town of Irondequoit for damages because of bodily injuries, including death, at any time resulting therefrom, sustained by any persons, including Contractor's employees, or on account of damages to property, including loss of use thereof, arising directly or indirectly from the performance of Contractor's work or from any of the acts or omissions on the part of Contractor, its employees, agents, representatives, materialmen, suppliers, and/or subcontractors. If such indemnity is made void or otherwise indemnity permitted by law, so as to require indemnification, in whole or in part, to the fullest extent permitted by law.

Contractor shall strictly observe and comply with all safety laws, rules and regulations (including but not limited to the Federal Occupational Safety and Health Act, the New York Labor Law, and all regulations promulgated pursuant to such laws) and to provide such protection as necessary to protect its workers and the workers of other contractors. In the event that additional safety measures are required. Contractor agrees that it will install or procure such additional safety measures at its sole expense. To the fullest extent permitted by law, Contractor shall hold harmless, indemnify and defend Town of Irondequoit against all losses, claims, fines or expenses, including but not limited to attorney's fees, resulting from the enforcement of these laws and related acts of its officers, employees, subcontractors, suppliers, and materialmen.

1-8-25
Date

Shanrock Ticks LLC
(Individual or Company Name)

By [Signature]
Signature

Scott Petzing
Print Name and Office



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/08/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Quinton Insurance 2700 Elmwood Ave Rochester NY 14618		CONTACT NAME: Sandra Lambert PHONE (A/C, No, Ext): (800) 454-1970 E-MAIL: sandra@quintoninsurance.com ADDRESS: FAX (A/C, No): (585) 388-9531	
INSURED Shamrock Jacks, LLC 4554 CULVER RD ROCHESTER NY 14622-1370		INSURER(S) AFFORDING COVERAGE INSURER A: ERIE INSURANCE CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 26263	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		Q97-0981321	04/28/2024	04/28/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A				PER STATUTE ☐ OTH-ER ☐
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Irondequoit is additional insured, including on-going and completed operations on a primary and non-contributory basis with respect to general liability.

Re: St. Patrick's Day Event
Liquor liability \$1,000,000/\$2,000,000

CERTIFICATE HOLDER**CANCELLATION**

Town of Irondequoit 1280 Titus Avenue Rochester NY 14617	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE AS AGENT FOR I.C.O.R., INC.

Resolution Number 2025-

EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD
ADOPTING A RESOLUTION APPROVING THE SPECIAL EVENT LICENSE FOR THE SUNSET
HOUSE 23rd ANNUAL 5K RUN AND FITNESS WALK

At a Regular Meeting of the Town Board of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 18th day of February 2025 at 7:00 p.m. local time, there were:

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Deputy Town Supervisor
Brown Hutchinson LLP	Attorney for the Town

Town Board member _____ offered the following resolution and moved its adoption:

WHEREAS, the Town Clerk's Office received an application from the Sunset House to conduct their 23rd Annual Sunset House 5K Run and Fitness Walk on Saturday, May 24, 2025 beginning at 9:00 a.m.; and

WHEREAS, proof of current insurance, which expires on October 1, 2025, has been reviewed and approved by the Town Insurance carrier; and

WHEREAS, the Sunset House is in the process of notifying all affected residents of the event.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board approves the Special Event License for the Sunset House to conduct their 23rd Annual Sunset House 5K Run and Fitness Walk on Saturday, May 24, 2025 beginning at with assembly at 7:00 am at the Irondequoit United Church of Christ, and ending at Noon at the United Church of Christ, on the condition that the Sunset House notifies all affected residents of the event.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	Voting
Deputy Town Supervisor	Wehner	Voting
Town Board Member	Malone	Voting
Town Board Member	Cunningham	Voting
Town Supervisor	Evans	Voting

FOR TOWN USE ONLY: 100.00 8/24/25 SL	APPLICATION FEE RECEIVED: ☒ YES ☐ NO	BARRICADE USAGE FEE: \$
	TOWN CLERK APPROVAL: _____	DATE: / /
	POLICE APPROVAL: _____	DATE: / /
	POLICE FEE: \$ _____ RECEIVED: ☐ YES ☐ NO	DATE: / /
	FIRE MARSHAL APPROVAL: _____	DATE: / /
COMMISSIONER OF D.P.W. APPROVAL: _____		DATE: / /

TOWN OF IRONDEQUOIT
APPLICATION FOR PARADE/WALK/RUN

A NON-REFUNDABLE FEE OF \$20.00 IS REQUIRED AT THE TIME OF APPLICATION

TYPE OF EVENT: ☐ PARADE ☒ WALK ☒ RUN

EVENT NAME: 23rd Annual Sunset House 5K Run & Fitness Walk

DATE OF EVENT: May 24th, 2025 RAIN DATE: N/A

PURPOSE OF EVENT: Raise Money To Support Services Provided by The Sunset House.

NAME OF SPONSOR ORGANIZATION: Sunset House / Irondequoit United Church of Christ,

ADDRESS: 644 Titus Avenue, Irondequoit, N.Y. 14617

DAYTIME TELEPHONE: 585-224-6366 EVENING TELEPHONE: Same

CELL #: 585-224-6366 FAX #: — E-MAIL: Patti 22 e Frontier.net.net

TIME OF EVENT: FROM 9AM TO Approximately 12 NOON

TIME & LOCATION OF ASSEMBLY: 7:00AM - Irondequoit United Church of Christ

TIME & LOCATION OF DISBANDMENT: Approximately 12 NOON - IUC

NUMBER OF PARTICIPANTS EXPECTED: 350 NUMBER OF VOLUNTEER MARSHALS: 30-35

EVENT TO TAKE PLACE: ☐ STREET ☐ SIDEWALK ☒ BOTH

IS AREA TO BE BLOCKED OFF? ☒ YES ☐ NO START OF RACE blocked from Cooper Rd. IN FRONT of EVANS LEARNING CTR. Bike Lanes NORTH Bound fr. COOPER Rd. to Pinegrove Ave - Cleaved - IPD

ARE BARRICADES NEEDED? ☒ YES ☐ NO (A FEE WILL BE ASSESSED FOR BARRICADE USAGE)

IF YES, PLEASE INDICATE LOCATIONS WHERE BARRICADES ARE TO BE SET UP: Will Meet Prior To Race With IPD Contact To Finalize Resource Summary Assignments.

ALL AFFECTED RESIDENTS MUST BE NOTIFIED OF EVENT. HAVE YOU NOTIFIED ALL AFFECTED RESIDENTS?

☒ YES ☐ NO IF NO, NUMBER INFORMED: all Resident / Businesses Along Course Route

PLEASE LIST THE NAMES AND ADDRESS OF ANY RESIDENT OPPOSED TO THIS EVENT, USE A SEPERARE SHEET OF PAPER IF NECESSARY:

NAME: _____ ADDRESS: None

NAME: _____ ADDRESS: _____

HAVE YOU RECEIVED ROUTE CLEARANCE (IF APPLICABLE) (I.E. REGIONAL TRANSIT AUTHORITY)? ☒ YES ☐ NO

BUS RE-ROUTING MUST BE CLEARED BY APPLICAT WITH THE REGIONAL TRASIT AUTHORITY

Request for Road Closure Submitted & Approved by Monroe Co. Dept. of Transportation. Approval attached. Regional Transit Authority Notified, and have no issues with Road Closures.

Name of Event: 23rd Annual Sunset House 5K Run + Fitness Walk

FOR TOWN USE ONLY: Runs / Walks / Parades

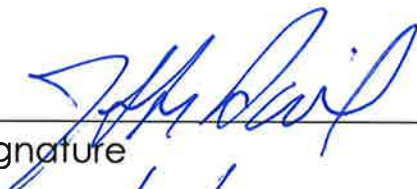
\$100.00 Application Fee

Date Received: 1/24/25 By: Latasha

Insurance Approval:

received via email 2-3-25 CM

Fire Marshal Approval:


Signature
1/31/25
Date

Police Department Approval:


Signature
1/28/2025
Date

Department of Public Works:


Signature
2-3-25
Date

Security Deposit (If Applicable)

Amount Taken: _____

Received by: _____

Date Received: _____



January 24, 2025

Ms. Latasha Elder
Irondequoit Town Hall
1280 Titus Avenue
Rochester, New York 14617

Dear Latasha,

The Irondequoit United Church of Christ respectfully requests permission from the Town of Irondequoit to co-host the 23rd Annual Sunset House 5K Run and Fitness Walk in the town of Irondequoit. The race will be held on Saturday, May 24th, 2025, beginning at 9:00am.

As you may recall, Sunset House offers alternative living arrangements and vital support for those with end-stage illnesses who are unable to receive hospice care in their own homes. Because Sunset House receives no government or third-party funding, events like the Sunset House 5K have become critical in helping this important organization continue to provide compassionate care to so many in our community.

We propose the same route for the 5K race as previous years, which begins on Cooper Road between Chase Bank and the Evans and McGraw Learning Center, and ends at the Irondequoit United Church of Christ, 644 Titus Avenue. Please see the attached map for the race route.

This year, we are hoping that approximately 350 walkers/runners will participate in the Sunset House 5K. Race registration would take place on the grounds of IUCC (inside the church in case of rain). Starting the race at 9:00am will hopefully minimize concerns with traffic along the proposed course. We expect that all runners/walkers will complete the course by 10:15am. We will be in conversation with the Irondequoit Police Department to address any traffic concerns and with the St. Paul Fire Department to provide first aid care once again on an on-call basis.

The Certificate of Liability Insurance is enclosed and has been obtained through USI Insurance Services LLC. Also enclosed is the Parade Permit issued from the Monroe County Department of Transportation.

If you have any questions with regards to the Sunset House 5K, please do not hesitate to call me at 224-6366, or email me at: patti22@frontiernet.net. We appreciate the town's support of the race in the past and thank you for your time and consideration of this proposal.

Sincerely,

Patti Carter-Morrison
Race Director Sunset House 5K Run and Fitness Walk
Encl.



TOWN OF IRONDEQUOIT

"Where the land and waters meet." Est. 1839

INDEMNIFICATION AND CONTRIBUTION AGREEMENT

To the fullest extent permitted by law, Contractor agrees to indemnify, defend Town of Irondequoit any and all losses, claims, actions, demands, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, by reason of the liability imposed by law or otherwise upon Town of Irondequoit for damages because of bodily injuries, including death, at any time resulting therefrom, sustained by any persons, including Contractor's employees, or on account of damages to property, including loss of use thereof, arising directly or indirectly from the performance of Contractor's work or from any of the acts or omissions on the part of Contractor, its employees, agents, representatives, materialmen, suppliers, and/or subcontractors. If such indemnity is made void or otherwise indemnity permitted by law, so as to require indemnification, in whole or in part, to the fullest extent permitted by law.

Contractor shall strictly observe and comply with all safety laws, rules and regulations (including but not limited to the Federal Occupational Safety and Health Act, the New York Labor Law, and all regulations promulgated pursuant to such laws) and to provide such protection as necessary to protect its workers and the workers of other contractors. In the event that additional safety measures are required. Contractor agrees that it will install or procure such additional safety measures at its sole expense. To the fullest extent permitted by law, Contractor shall hold harmless, indemnify and defend Town of Irondequoit against all losses, claims, fines or expenses, including but not limited to attorney's fees, resulting from the enforcement of these laws and related acts of its officers, employees, subcontractors, suppliers, and materialmen.

1/24/25
Date

Sunset House
(Individual or Company Name)
Patti Carter-Morrisin
By
Signature
Patti Carter-Morrisin
Print Name and Office
Race Director / VP
Board of Sunset
House Fundraising



January 8, 2025

Mr. John D. Raymond
Monroe County Department of Transportation
Division of Highway Permits
6100 City Place, 50 West Main Street
Rochester, New York 14614-1231

Dear Mr. Raymond,

As required by the Town of Irondequoit, I am writing to secure an approval letter from the Monroe County Transportation Department for permission to briefly close a section of Cooper Road/St. Paul Blvd. on Saturday, May 24th, 2025. We are seeking approval to use Cooper Road and St. Paul Blvd. from 8:30 AM to 11:00 AM (to include crossing Cooper Road at Wyndale). The purpose of this closure is to ensure the safety of runners and walkers taking part in the 23rd Annual Sunset House 5K Run and Fitness Walk.

Officers from the Irondequoit Police Department will be on hand to divert traffic at 9:00 a.m. for approximately 15 minutes from the area on Cooper Road just in front of the Evans and McGraw Learning Center heading north to Pinegrove Avenue. Attached please find a copy of the course map for your review.

Once all of your requirements are met, please send your approval letter to me at the address listed below or email it to patti22@frontiernet.net. We hope we can receive this letter as soon as possible so we can move forward with event approval from the Irondequoit Town Board.

If you have any questions or concerns, please feel free to contact me at 585-224-6366 or via email at patti22@frontiernet.net. Thank you for your help in this matter. I look forward to hearing from you soon.

Sincerely,

Patti Carter-Morrison

Patti Carter-Morrison
Race Director- 585-224-6366
22nd Annual Sunset House 5K Run and Fitness Walk
61 Rock Beach Road
Rochester, New York 14617

c: Tim Harris, P.E.
Chief of Traffic Operations and Transportation



Department of Transportation
Monroe County, New York

Adam J. Bello
County Executive

Thomas J. Frys, P.E.
Director

RECEIVED

January 13, 2025

JAN 21 2025

Patti Carter-Morrison
Race Director
61 Rock Beach Road
Rochester, New York 14617

Town of Irondequoit
Department of Public Works

**RE: PARADE PERMIT - 2025 SUNSET HOUSE 5K RUN & FITNESS WALK -
COOPER ROAD AND ST. PAUL BLVD - TOWN OF IRONDEQUOIT**

Dear Ms. Carter-Morrison:

This is to inform you of our approval to use Cooper Road (CR116) and St. Paul Boulevard (CR122) from Titus Avenue to Pinegrove Avenue as part of the route for the above-referenced event on Saturday, May 24, 2025, from 8:30 am to 11:00 am.

All emergency departments must be notified by you of the date, time and duration of the event. This approval is granted with the understanding that the County of Monroe assumes no liability for injury to any participant or bystander while they are within the County right-of-way. We also understand that the Irondequoit Police Department will be providing traffic control for this event.

Sincerely,

Henry Herdzik, P.E.
Chief of Highway & Bridge Engineering

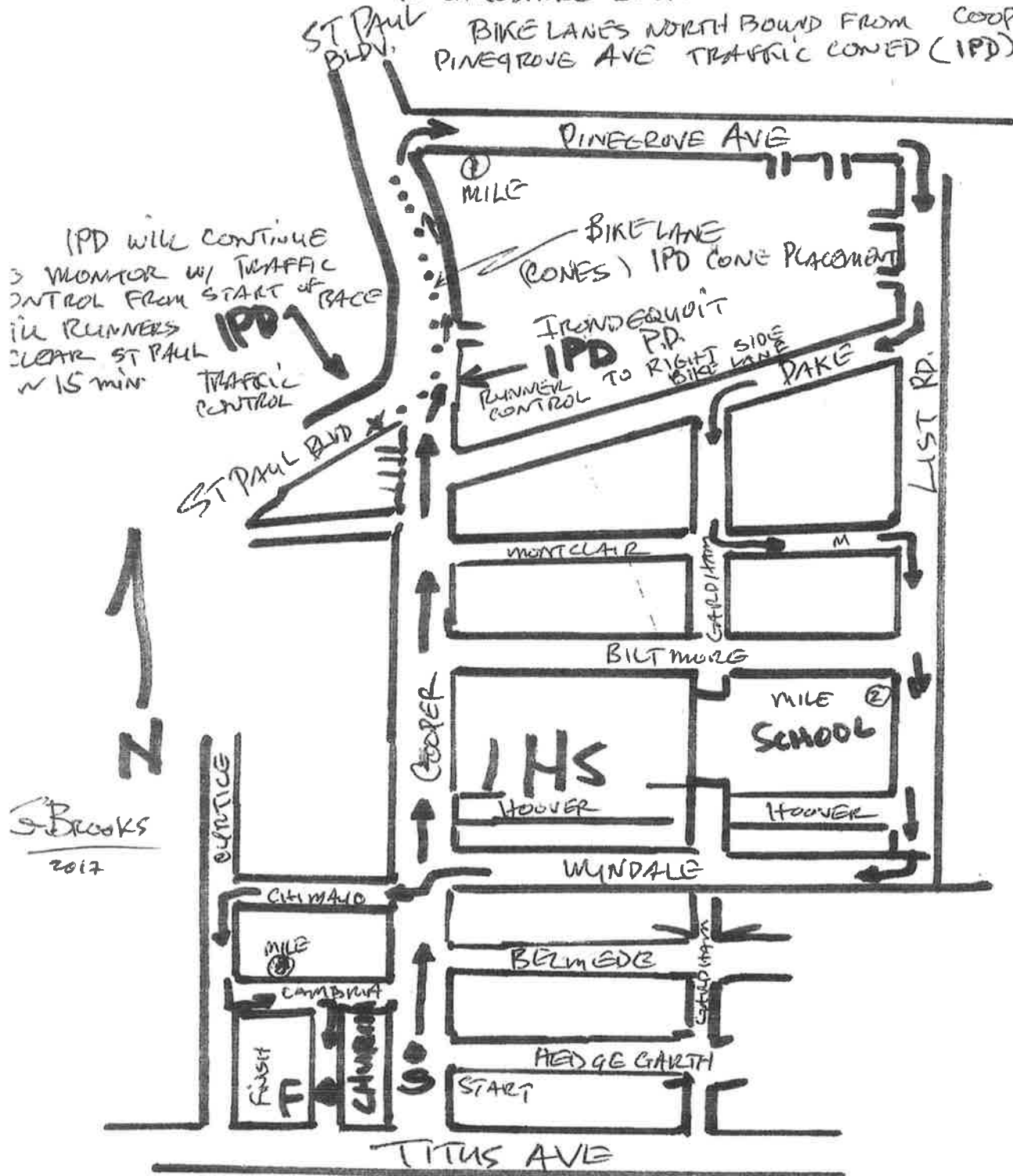
HH:JR:jlc

cc: T. Frys
T. Polech
T. Harris
T. Cesario
M. Matteson
S. Peters, Police Chief, Irondequoit PD
E. Magee, Commissioner of Public Works, Town of Irondequoit ✓
J. Tolar-Boasi, RGRTA
File H:\Subject\Traffic Operations and Permits\PERMITS\Parade\2025\Irondequoit\Irondequoit 2025 Sunset House 5k fitwalk.doc

NEW - 2016 ST PAUL RE SURFACED
 RESTRIPING FROM 4 LANES TO 2 LANES
 WITH BIKE LANES - BOTH SIDES FROM CITY LINE
 TO LAKESHORE BLVD.

BIKE LANES NORTH BOUND FROM COOPER TO
 PINEGROVE AVE TRAFFIC CONED (IPD)

IPD WILL CONTINUE
 3 MONITOR W/ TRAFFIC
 CONTROL FROM START OF RACE
 till RUNNERS
 CLEAR ST PAUL
 ~ 15 min



2025 SUNSET HOUSE 5K RACE

RE: Sunset House 5K Run and Fitness Walk - Saturday, May 24th, 2025

From: Pina, Alberto (apina@myrts.com)

To: patti22@frontiernet.net

Date: Monday, January 20, 2025 at 11:39 AM EST

Good morning,

Per our discussion these closures will not impact our fix route service so there is no issue there. Our on-demand service that is in that area will simply follow the detours provided and re-route around the race.

Let me know if you need anything else from me.

Thank you

From: patti22@frontiernet.net <patti22@frontiernet.net>

Sent: Friday, January 10, 2025 10:24 AM

To: Pina, Alberto <apina@myrts.com>

Subject: Sunset House 5K Run and Fitness Walk - Saturday, May 24th, 2025

You don't often get email from patti22@frontiernet.net. [Learn why this is important](#)

EXTERNAL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Albero,

Happy New Year.

I am beginning to work on the upcoming Sunset House 5K Run and Fitness Walk for 2025. The event will take place on Saturday, May 24th. As requested by the Town of Irondequoit and the Monroe County Department of Transportation, we are seeking clearance from the Regional Transit Service for bus rerouting along a portion of the course route that will be closed briefly to ensure the safety of the participants. Attached is the formal request letter and course route.

Please let me know if you have any questions. Thank you for your continued support of the event.

Patti Carter-Morrison

Race Director

585-224-6366



SUNSHOU-02

MLANTZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # PC-637578 Walsh Duffield Rochester 155 Culver Road, Suite 200 Rochester, NY 14620	CONTACT Maureen J. Lantz, CISR PHONE (A/C, No, Ext): (585) 267-8739 FAX (A/C, No): (844) 847-1360 E-MAIL ADDRESS: mlantz@walshduffield.com	
INSURED Sunset House 3746 St Paul Blvd Rochester, NY 14617	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Mount Vernon Fire Ins Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:		NPP2592863	10/1/2024	10/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 HNOA \$ 1,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		NPP2592863	10/1/2024	10/1/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of Coverage

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

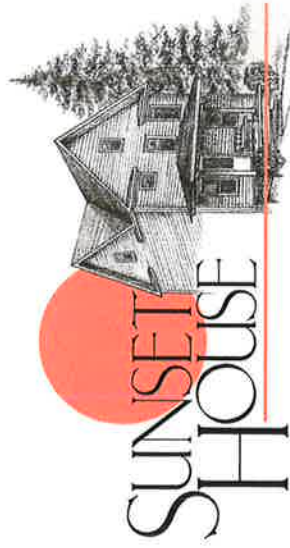
Edward F. Walsh Jr.

Town of Irondequoit
1280 Titus Avenue
Rochester, NY 14617

ACORD 25 (2016/03)

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Special thanks to:
The Town of Irondequoit
St. Paul Blvd. Fire Department
Irondequoit Police Department
Irondequoit United Church of Christ

THANK YOU TO OUR 2024 SPONSORS

HOWARD HANNA REAL ESTATE
MUISUS FAMILY
IRONDEQUOIT LANDSCAPE
FULL MEASURE
ROCHESTER RUNNING COMPANY
LATTIMORE PT – IRONDEQUOIT
EXCELLUS BLUECROSS BLUESHIELD
CANANDAIGUA NATIONAL BANK
JOHN & LAURIE WITMEYER
PATTI CARTER-MORRISON
KIRK & SANDRA SIMPSON
BIRNIE FAMILY
VOGEL'S COLLISION SERVICES
GLOBALSOFT RECYCLING INC.
GEORGE AND BOB'S SERVICE
NANCY SMITH
WALTHER REAL ESTATE
RELIANT COMMUNITY FCU
TYDINGS AUTOMOTIVE SERVICE
B&B AUTOMOTIVE
DOROTHY & BARRY SULLIVAN
ROCHESTER BUILDING TRADES

THANK YOU TO OUR 2024 IN-KIND DONORS

2-TON TONY'S
IRONDEQUOIT UNITED CHURCH OF CHRIST
TINY FISH PRINTING
PROFESSIONAL INSTANT PRESS
SOUTHPAW DESIGNS
HERREMA'S MARKETPLACE
BAGEL'S ETC.
JOHN PERTICONE – IRONDEQUOIT TOWN
BOARD
ANDRAË EVANS - IRONDEQUOIT TOWN
SUPERVISOR
PARKSIDE DINER
CHARLIE BOHRER
PEPSI BOTTLING GROUP

RACE ENTRY FORM ENCLOSED

**23rd Annual
5K Run and
Fitness Walk**
**Saturday,
May 24th, 2025
9:00 a.m.**



**Irondequoit United Church
of Christ**
**644 Titus Avenue
Irondequoit, NY**

www.sunsethouse.info



Saturday,
May 24th, 2025

9:00 a.m.
5K Run and
Fitness Walk

For more

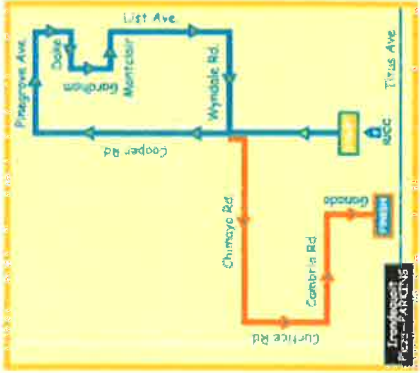
Information visit:
www.sunsethouse.info

Supporting comfort care for the long run

Now in its twenty-third year, the Sunset House 5K has something for everyone: a fast, challenging, 3.1 mile course, plenty of food, refreshments and prizes—all within a fun and friendly family atmosphere. All proceeds from the race go to the Sunset House which offers an alternative living arrangement for two persons who are in the final stages of a terminal illness and cannot be cared for in their own home. Our mission is to provide the dying and their loved ones with support, comfort, and care in a safe, peaceful and loving environment that allows death with dignity and grace. We are a nonprofit organization that relies on volunteerism, fundraising and memorial contributions for support. Whether you're a runner, walker—or somewhere in between—please join us on May 24th -- and put your best foot forward for a great organization.

COURSE DESCRIPTION

A fast, flat, 5-kilometer (3.1 mile) loop course through residential neighborhoods, starting and finishing at the Irondequoit United Church of Christ, 644 Titus Avenue.



ENTRY FEE

There is a \$30 early entry fee for all applications received by May 16th, 2025. A \$35 fee will apply to all applications received after this date and on race day. Official race t-shirt to first 250 registrants. **Entry fee is nonrefundable.**

RACE PACKET PICK UP

You may register and pick up your race packet at the Rochester Running Co., 1387 Mt. Hope Ave., Thursday, May 22nd, from 4:00 p.m. – 7:00 p.m.; Irondequoit United Church of Christ, 644 Titus Avenue on Friday, May 23rd, from 5:00 p.m. - 7:00 p.m. and on race day, May 24th, from 7:00 a.m. - 8:30 a.m.

AWARDS

Awards will be presented to the overall male and female winners as well as to each 5-year age group winner from 14 and under to 80 and over for the live race.

RACE AMENITIES

- MYLAPS timing with live results by Robinhood Racing LLC
- Water Station on Course
- Post-race awards ceremony
- Plenty of food & refreshments for runners & walkers

PARKING

Limited parking at the Irondequoit United Church of Christ. Additional parking within walking distance.

OFFICIAL RACE ENTRY FORM

Enter all information below, including shirt size, and sign waiver which is required to participate.

Name _____

Age _____ Male [] Female []

Address _____

City/State/ZIP _____

E-mail _____

I am registering for the: 5K Run [] 5K Fitness Walk []

Shirt Size: S [] M [] L [] XL [] 2XL []

Pre-registration Fee (postmarked by May 16th, 2025)—\$30.00
Post and race-day Registration Fee—\$35.00

[] I would like to make an additional tax-deductible donation to Sunset House in the amount of \$_____.

Mail Entry To: Sunset House 5K, 3746 St. Paul Blvd., Rochester, N.Y. 14617 **or register online at:**

www.runsignup.com/sunsethouse5k

Make checks payable to: Sunset House 5K

E-mail for more information:

patti22@frontiernet.net

RACE WAIVER

PLEASE READ AND SIGN TO PARTICIPATE

I know that running a road race is a potentially hazardous activity. I should not participate unless I am medically able and properly trained. I agree to abide by any decision of a race official relative to my ability to safely complete the event. I assume all risks associated with running this event, including, but not limited to, falls, contact with other participants, the effects of weather, traffic, and conditions of the road, all such risks being known and understood by me, having read this waiver and knowing these facts and in consideration of accepting my entry, I, for myself and anyone entitled to act on my behalf, waive and release Sunset House, the Irondequoit United Church of Christ, Town of Irondequoit, County of Monroe, its subsidiaries & their respective employees, directors, assigns & sponsors and agencies and municipalities, their representatives, and successors for all claims or liability of any kind arising out of my participation in this event. I grant permission to all of the foregoing to use any photographs, motion pictures, recordings or any other record of this event for any legitimate purpose.

Signature of participant _____

Signature of parent/guardian of participant under 18 years of age _____

Melissa Rhoads

From: Susan Lamanna <susanlam@paris-kirwan.com>
Sent: Monday, February 3, 2025 2:47 PM
To: Melissa Rhoads
Cc: Latasha Elder
Subject: RE: 23rd Annual Sunset House 5K Run and Fitness Walk

Good afternoon,

All looks to be in order, thank you!

Susan Lamanna
Commercial Account Representative
Paris-Kirwan Associates Inc.
255 East Ave, Suite 300
Rochester, NY 14604
585-461-6436 phone
585-340-1714 fax
susanlam@paris-kirwan.com

Please note my office hours are 7:30-4:00 M-Thurs and 7:30- 2:45 on Fridays.

From: Melissa Rhoads <mrhoads@irondequoit.gov>
Sent: Monday, January 27, 2025 10:38 AM
To: Susan Lamanna <susanlam@paris-kirwan.com>
Cc: Latasha Elder <lelder@irondequoit.gov>
Subject: 23rd Annual Sunset House 5K Run and Fitness Walk

Good Afternoon Susan,

Attach find the following applications for the 23rd Annual Sunset House 5K Run and Fitness Walk:

Runs/Walks/Parades

Please review application and provide an approval or denial. Thank you and have a great day!

Melissa Rhoads
Town of Irondequoit – Clerk's Office
1280 Titus Ave
Rochester, NY 14617
(p) – 585-467-8840