

# Town of Canandaigua

5440 Routes 5 & 20 West  
Canandaigua, NY 14424  
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*Established 1791*

The following resolution was acted upon by the Canandaigua Town Board on January 8, 2024.

## **RESOLUTION NO. 2024 – 001: 2024 TOWN BOARD MEETING SCHEDULE**

### **BE IT RESOLVED:**

1. As required by Town Law, §62 and §63, regular town board meetings will, throughout the year 2024, be held at 6pm on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. The meeting held on the 2<sup>nd</sup> Monday will be for special meetings, presentations, and workshops, including but not limited to the topics outlined below. The meeting held on the 4<sup>th</sup> Monday will be a REGULAR town board meeting with reports from department heads and resolutions. The following exceptions apply:
  - a. January 8<sup>th</sup> Organizational Meeting (January 8, 2024);
  - b. Special January meeting (January 31, 2024 Time 6 pm);
  - c. Second May Meeting (May 20, 2024)
  - d. First October Meeting (October 7, 2024)
  - e. First November Meeting (November 18, 2024).
2. The Town Board and/or The Town Supervisor may change the topics put forth in the following schedule.
3. The Town Board Rules of Procedure shall be amended to reflect these changes and submitted to the Town Board for approval.

<b>Month</b>	<b>First Meeting Suggested Topics</b>	<b>Second Meeting</b>
<b>February</b>	12 <sup>th</sup> <ul style="list-style-type: none"><li>• BID Meeting</li><li>• Capital Plan</li><li>• Presentations from the ECB and Ag Committee</li></ul>	26 <sup>th</sup> <ul style="list-style-type: none"><li>• Regular Town Board Meeting</li></ul>
<b>March</b>	11 <sup>th</sup> <ul style="list-style-type: none"><li>• Strategic Plan</li><li>• Presentation from Planning Board and Zoning Board</li></ul>	25 <sup>th</sup> <ul style="list-style-type: none"><li>• Regular Town Board Meeting</li></ul>
<b>April</b>	8 <sup>th</sup> <ul style="list-style-type: none"><li>• BID Meeting</li><li>• Comprehensive Plan</li><li>• Presentations from History Team, Tree Team and Cemetery Committee</li></ul>	22 <sup>nd</sup> <ul style="list-style-type: none"><li>• Regular Town Board Meeting</li></ul>

<b>May</b>	13 <sup>th</sup> <ul style="list-style-type: none"> <li>• Capital Plan</li> <li>• Presentations from Parks Committee</li> </ul>	20 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>June</b>	10 <sup>th</sup> <ul style="list-style-type: none"> <li>• BID Meeting</li> <li>• Strategic Plan</li> <li>• Presentations from Special Events and Citizens Committee</li> </ul>	24 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>July</b>	8 <sup>th</sup> <ul style="list-style-type: none"> <li>• Comprehensive Plan</li> <li>• Presentations from the ECB and Ag Committee</li> </ul>	22 <sup>nd</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>August</b>	12 <sup>th</sup> <ul style="list-style-type: none"> <li>• BID Meeting</li> <li>• Capital Plan</li> <li>• Presentations from Planning Board and Zoning Board</li> </ul>	26 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>September</b>	9 <sup>th</sup> <ul style="list-style-type: none"> <li>• Strategic Plan</li> <li>• Presentations from History Team, Tree Team and Cemetery Committee</li> </ul>	23 <sup>rd</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>October</b>	7 <sup>th</sup> <ul style="list-style-type: none"> <li>• Budget Workshop</li> </ul>	28 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>November</b>	18 <sup>th</sup> (Third Monday) <ul style="list-style-type: none"> <li>• BID Meeting</li> <li>• Comprehensive Plan</li> <li>• Presentations from Parks Committee</li> </ul>	25 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> </ul>
<b>December</b>	16 <sup>th</sup> <ul style="list-style-type: none"> <li>• Regular Town Board Meeting</li> <li>• Capital Plan</li> <li>• Presentations from Special Events and Citizens Committee</li> </ul>	NO SECOND MEETING DUE TO HOLIDAY

4. Special workshops may be called as required and allowed by Town Law, as ordered by the Town Supervisor, or when requested by two or more Town Board members.
5. Meetings will be held in the Town Hall, Lower-Level Meeting room at the Town Hall located at 5440 Route 5&20 West, Canandaigua, NY (Town Law § 62) and/or via Zoom videoconferencing available to anyone wishing to participate.

6. The Town Clerk is hereby directed to post the Town Board meeting schedule on the official bulletin and on the Town's website and to provide copies of the schedule to the local media and the Clerk of the Ontario County Board of Supervisors.

Motion made by Council Member Rudolph seconded by Council Member Sauter

3 Ayes: Sauter, Rudolph, Simpson

2 Nays: Casey, Fennelly

There was discussion regarding the scheduled meeting dates in December 2024.

Council Member Fennelly then made a motion to amend the schedule to have one single meeting in December due to the Holiday on December 16<sup>th</sup> and the time of 6PM be identified on January 31<sup>st</sup>, 2024. AR Seconded the motion.

5 Ayes: Sauter, Rudolph, Fennelly, Casey, Simpson

Council Member Casey made a statement to make his position clear. He is not opposed to the time commitment. He recognizes that the Town needs some workshops, and he is all for that. He is committed whatever time it takes but his issue is two-fold. The meetings are usually well attended, and he feels that asking the community to potentially participate in two separate evening meetings is a lot and would be a little restrictive.

Council Member Rudolph stated that there was a month last year that they had 5 meetings in a month, and she is hoping that this will decrease the need to do that.

Council Member Sauter stated that it was a nice idea to hear from some of the other committees to come in and do formal presentations which would give the Town Board the opportunity to say thank you for all of their hard work.

Council Member Rudolph agreed that it would be better to have actual conversation with the teams instead of reading their reports on the agenda.

The board then voted on accepting the resolution as amended.

4 Ayes: Rudolph, Simpson, Sauter, Fennelly

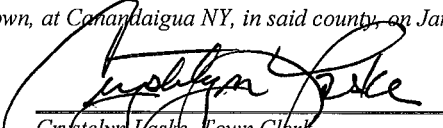
1 Naye: Casey

STATE OF NEW YORK}  
County of Ontario}  
Town of Canandaigua}

*I DO HEREBY CERTIFY that I have compared the preceding with the original thereof, on file and on record in the Town Clerk's office, and that the same is a correct copy and transcript therefrom and of the whole of said original; and that said original was duly adopted at a meeting of the Town Board held at Canandaigua, New York, on January 8, 2024.*

SEAL

*Given under my hand and the official seal of said Town, at Canandaigua NY, in said county, on January 9, 2024*

  
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Crystelyn Laske, Town Clerk