

**Canandaigua Town Board
Meeting Agenda
January 8, 2018
6:00pm**

- Call To Order and Pledge of Allegiance
 - Pledge led by Terry Fennelly, Town Councilman
- Roll Call
 - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications and Correspondence Call
 - Newsletter, Cornell Cooperative Extension, 2017 Annual Report
 - Newsletter, Eye on the Courts, Issue 47, December 2017
 - Letter, Charter Communications, Chris Mueller, Director of Government Affairs, December 21, 2017
 - Letter, NYDCJS, sex offender details, December 21, 2017
 - Letter, New York State Senator Pamela Helming, court facility, December 7, 2017
- Privilege of the Floor
- Public Hearings

Continued Public Hearings:

- Public Hearing on the Proposed Joint Consolidation of Certain Debt Free Water District Extensions Into the Existing Canandaigua Consolidated Water District

New Public Hearings:

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- Presentations
- Priority Business
- Reports of Town Officials and Department Heads – Attachment #1
 - A. Director of Parks & Recreation
 - B. Highway / Water Superintendent
 - C. Assessor
 - D. Historian
 - E. Town Clerk
 - F. Town Manager
 - G. Supervisor
 - 1. Monthly Financial Report for December 2017
 - a. Revenue & Expense Report and Cash Summary Report
 - b. EFPR Solutions Executive Summary
 - c. Overtime Report – All Departments
 - d. Overtime Report – Highway & Water
- Reports of Boards and Committees
 - Planning Board, Chairman Schwartz
 - Zoning Board of Appeals, Chairman Robinson
 - Environmental Conservation Board, Chairwoman Marthaller
 - Public Works Committee, Chairman Fennelly
 - Financial Planning Committee, Chairwoman Dworaczyk

- Technology Committee, Chairman Reynolds
 - Citizens Implementation Committee, Chairman Finch
 - Parks & Recreation Committee, Chairwoman Schenk
 - Special Events Committee, Chairwoman Fuller
 - Personnel Committee, Chairwoman Pierce
 - Complete Streets Committee
 - Plan 2028 Work Group, Chairman Westbrook
 - Agriculture Committee, Chairman Stryker
 - Drainage Committee, Chairman Oyler – Attachment # 2
- Privilege of the Floor
 - Resolutions

Continued Resolutions:

New Resolutions:

RESOLUTION NO. 2018 – 001: 2018 TOWN BOARD MEETING SCHEDULE

BE IT RESOLVED:

1. As required by Town Law, §§62, 63 regular town board meetings will, throughout the year 2018, be held at 6pm of the 3rd Monday of each month. The following exceptions apply: January 15; February 19;
 - January meeting (January 8, 2018)
 - February meeting (February 12, 2018)
2. Special workshops may be called as required and allowed by Town Law;
3. Meetings will be held in the Town Hall, Lower Level Courtroom. (Town Law § 62);
4. 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.

RESOLUTION NO. 2018 – 002: DESIGNATION OF 2018 HOLIDAYS

BE IT RESOLVED:

1. During the year 2018, the following holidays will be observed and the Town Offices and the Waste and Recycling Center will be closed:
 - New Year’s Day, Monday, January 1;
 - Martin Luther King Day, Monday, January 15;
 - President’s Day, Monday, February 19;
 - Memorial Day, Monday, May 28;
 - Independence Day, Wednesday, July 4;
 - Labor Day, Monday, September 3;
 - Columbus Day, Monday, October 8;
 - Veteran’s Day, observed on Monday, November 12;
 - Thanksgiving Day, Thursday, November 22;
 - Day after Thanksgiving, Friday, November 23;
 - Christmas, Tuesday, December 25.
2. In addition, three floating holidays will be observed.

- The Town Clerk is hereby directed to post the Town Board Holiday Schedule and Closings 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.

RESOLUTION NO. 2018 – 003: DESIGNATION OF OFFICE DEPOSITORY

BE IT RESOLVED:

- Pursuant to Town Law, §64(1), the Canandaigua Town Board hereby designates the Canandaigua National Bank and Trust Co. or their successors; and
- Lyons National Bank or their successors as the depositories in which all Town Officers shall deposit all Town Monies.

RESOLUTION NO. 2018 – 004: DESIGNATION OF OFFICIAL NEWSPAPER & RADIO STATION

BE IT RESOLVED:

- As allowed by Town Law § 64(11), the Canandaigua Daily Messenger is hereby designated as the Official Town of Canandaigua newspaper;
- Radio Station WISY (102.3 FM) is hereby designated as the official radio station for the Town of Canandaigua;
- The Town Clerk shall provide a copy of this resolution to the Daily Messenger and Radio Station WISY.

RESOLUTION NO. 2018 – 005: PAYMENT OF BILLS FOLLOWING TOWN BOARD AUDIT

BE IT RESOLVED:

- As allowed by Town Law §125, the Canandaigua Town Board hereby authorizes the Town Supervisor to make payments of all bills after audit & approval by the majority of the Town Board and issuance of a warrant by the Town Clerk.

RESOLUTION NO. 2018 – 006: PAYMENT OF BILLS PRIOR TO AUDIT

BE IT RESOLVED:

- As allowed by Town Law §118(2), the Canandaigua Town Board hereby authorizes the Town Supervisor to make payments of all bills without prior audit for public utility services such as gas, electric, water, sewer, fuel oil, and telephone services as well as for postage, freight and express charges.

RESOLUTION NO. 2018 – 007: ESTABLISHMENT OF PETTY CASH ACCOUNTS

BE IT RESOLVED:

- Pursuant to Town Law, §64 (1-a), the Canandaigua Town Board does hereby establish petty cash accounts for the following officers in the amounts so indicated:

Town Clerk	\$300.00
Director of Parks and Recreation	Any amount up to \$150

- Fiscal responsibility for petty cash accounts is the responsibility of the town officer.

RESOLUTION NO. 2018 – 008: RULES OF PROCEDURE

BE IT RESOLVED:

As required by Town Law, §63, the Canandaigua Town Board hereby:

- Adopts the Rules of Procedure;

2. A copy of the Rules of Procedure is available for review with the Town Clerk's office; and
3. In the absence of the adoption of its own rules of order, these rules shall apply to all boards and committees of the Town of Canandaigua;
4. Directs the Town Clerk to post and maintain the most recently approved Rules of Procedure on the Town Clerk's legal bulletin board, on the Town of Canandaigua website and in the Policies and Procedures Manual.

Attachment # 3

RESOLUTION NO. 2018 – 009: BID PURCHASES

BE IT RESOLVED:

1. The Canandaigua Town Board hereby authorizes the purchase of material and equipment from the Ontario County Material Bids, Monroe County Material Bids and the Livingston County Material Bids.

RESOLUTION NO. 2018 – 010: CONTRIBUTIONS TO EMERGENCY SERVICE PROVIDER

BE IT RESOLVED:

1. Mercy Flight Central provides valuable emergency services to our community and the taxpayers of the Town of Canandaigua; and
2. In exchange for providing these services, the Town of Canandaigua will contribute \$4,000 to Mercy Flight Central to be paid from the 2018 Budget Acct # A.4540.400; and
3. The Bookkeeper shall take the necessary steps to make this payment; and
4. Prior to payment, the Town Clerk shall provide a copy of this resolution to the Bookkeeper to include with the payment to Mercy Flight Central.

RESOLUTION NO. 2018 – 011: ONTARIO COUNTY HISTORICAL SOCIETY

BE IT RESOLVED:

1. The Ontario County Historical Society provides services to our community and the taxpayers of the Town of Canandaigua; and
2. In exchange for providing these services, the Canandaigua Town Board hereby approves of a one-time donation of \$ 10,000 to the Ontario County Historical Society to be paid from the 2018 Budget Account No. A.7450.410; and
3. The Bookkeeper shall take the necessary steps to make this payment; and
4. Prior to payment, the Town Clerk shall provide a copy of this resolution to the Bookkeeper to include with the payment to the Ontario County Historical Society.

RESOLUTION NO. 2018 – 012: TOWN/CITY OF CANANDAIGUA JULY 4TH CELEBRATION

BE IT RESOLVED:

1. The City of Canandaigua provides an annual July 4th fireworks display for the enjoyment of our community; and
2. In exchange for providing this service, the Canandaigua Town Board hereby approves of a one-time donation of \$2,000 to the City of Canandaigua to be paid from the 2018 Budget Account No. A.7550.400; and
3. The Bookkeeper shall take the necessary steps to make this payment; and
4. Prior to payment, the Town Clerk shall provide a copy of this resolution to the Bookkeeper to include with the payment to the City of Canandaigua.

RESOLUTION NO. 2018 – 013: CANANDAIGUA TOWN BOARD APPOINTMENTS

BE IT RESOLVED:

1. Pursuant to Town Law, §64, the Canandaigua Town Board hereby creates the following Town Board Committees for a one-year term expiring on December 31, 2018:

<u>Committee</u>	<u>Topics covered:</u>	<u>Committee Chair</u>	<u>Citizen Representative</u>	<u>Employee Liaison</u>
Finance	Financial Review, Long and Short Term Financial Planning, Revenue and Expenditure Reporting	L. Dworaczyk	J. Delforte	S. Pierce / D. Finch / K. Singer
Planning	Planning, Strategic Planning Development, Public Works, Transportation	T. Fennelly	A. Kraus / T. Schwartz	J. Fletcher
Environmental	Environmental, Drainage, Plan2028, Recycling, Natural Resources, Parks/Recreation, Public Communication and Education	K. Reynolds	J. Marthaller / M. Bloom	C. Lyon
Ordinance	Town Code updates, Zoning, Complete Streets	G. Davis	B. Hilliard	E. Cooper / S. Reynolds
Economic Development	Economic Development, Shared Services	G. Westbrook / O. Fuller	Economic Development Team	D. Finch / S. Reynolds

2. Pursuant to Town Law, §64, the Canandaigua Town Board hereby creates the following Citizen Advisory Committees for a one-year term expiring on December 31, 2018:

<u>Committee</u>	<u>Committee Chair</u>	<u>Citizen Representative</u>	<u>Employee Liaison</u>
Citizens Implementation Committee	S. Reynolds	T. Schwartz / O. Fuller / K. Lavoie / J. Marthaller / P. Venezia / G. Davis	D. Finch / R. Henry
Complete Streets Committee	G. Davis	A. Rudolph / T. Schwartz / K. Poisson	J. Fletcher / S. Reynolds
Drainage Advisory Committee	C. Oyler	R. Krebs / K. Page	J. Fletcher / C. Jensen
Special Events Committee	O. Fuller	L. Dworaczyk / L. Golbeck / D. McNaughton / E. Varno	D. Brewer

3. Pursuant to Town Law, §64, §267, §271, §116, the Canandaigua Town Board hereby reappoints the following residents to boards as identified below:

<u>Name</u>	<u>Board/Committee</u>	<u>New Term Expiration</u>
Gary Humes	Planning Board	12/31/2022
Bob Hilliard	Zoning Board of Appeals	12/31/2022
Scott Kesel	Board of Assessment Review	09/30/2022
David Korpiel	Parks, Trails, & Recreation Committee	12/31/2024
Gary Davis	Agricultural Advisory Committee	12/31/2020
Saralinda Hooker	Environmental Conservation Board	12/31/2022

- Pursuant to Town Law, §267, 271, 116, and 4121 the Canandaigua Town Board hereby makes the following appointments for a one-year term expiring on December 31, 2018:

Planning Board Chairperson – Mr. Thomas Schwartz
 Zoning Board of Appeals Chairperson – Mr. Terence Robinson
 Environmental Conservation Board Chairperson – Ms. Joyce Marthaller
 Parks and Recreation Committee Chairperson – Mr. Mark MacNeil
 Agriculture Advisory Committee Chairperson – Mr. Mark Stryker
 Town Registrar of Vital Statistics – Jean Chrisman

TOWN JUSTICE APPOINTMENT

- Pursuant to Town Law, §20(1)(a),(b), the Canandaigua Town Justices do hereby designate Mrs. Elena Schumann and Mrs. Cheryl Berry as Court Clerk(s).

TOWN SUPERVISOR APPOINTMENTS

- Pursuant to Arts and Cultural Affairs Law, §57.07, the Canandaigua Town Supervisor does hereby designate Mr. Ray Henry as the Town Historian for a term expiring on December 31, 2018.
- Pursuant to Town Law, §29(15), the Canandaigua Town Supervisor does hereby designate Ms. Kristine Singer as the part-time Bookkeeper for a term expiring on December 31, 2018.
- Pursuant to Town Law, §103(2) and Town of Canandaigua Town Code §69-5(Q), the appointed Town Manager will also serve as the Budget Officer for a term expiring on December 31, 2018.
- Pursuant to Town Law, §103(2), the Canandaigua Town Supervisor does hereby designate _____ as the Deputy Town Supervisor.

TOWN CLERK AFFIRMATION OF APPOINTMENTS

- Pursuant to Town Law, §30(10), Ms. Colletta Francese as the Deputy Town Clerk and Deputy Registrar of Vital Statistics;
- Pursuant to Town Law, §30(10), Ms. Judy Miller as the 2nd Deputy Town Clerk.

HIGHWAY SUPERINTENDENT APPOINTMENT

- Pursuant to Town Law, §32(2), the Canandaigua Town Highway Superintendent does hereby designate Mr. Patrick Curran as the Deputy Highway Superintendent for a term expiring on December 31, 2018.

RESOLUTION NO. 2018 – 014: ASSIGNMENT OF CERTAIN RESPONSIBILITIES TO THE TOWN MANAGER

WHEREAS, the Town Manager serves the residents of the Town of Canandaigua, and the Town Board as the chief administrative officer pursuant to Town Code §69; and

WHEREAS, the Town Board wishes to assign specific responsibilities to the Town Manager, and;

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes and delegates to the Town Manager powers and duties of day-to-day administration and supervision of all town and special district facilities and employees (excluding elected officials and their appointees) consistent with and in furtherance of any and all state and federal laws applicable thereto and with any and all local laws, and;

BE IT FURTHER RESOLVED, the purpose of this provision is to allow the Town to function between Town Board meetings, and by this delegation the Town Board does not abdicate to the Town Manager or surrender to him the board's statutory responsibilities, and;

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to sign any and all documents relating to day-to-day administration of appointed personnel, personnel management, and personnel records; and shall only offer new employment or terminate employment after first receiving direction from the Town Board, and;

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to engage the Town of Canandaigua's approved: Town Attorney, Town Engineer, fiscal advisors, human resources, insurance representative(s), payroll consultant(s), contract provider(s), State and/or local agencies, and staff in any matters the Town Manager may deem required, and then to update the Town Board on those actions when appropriate, at the next scheduled meeting, and;

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to review all practices, procedures, contracts, policies, procedures, and to bring recommendations for efficiency improvements through amendments to such provisions to the Town Board, and;

BE IT FURTHER RESOLVED, the Town Board appoints the Town Manager as the Grant Administrator, and authorizes the Town Manager to execute all documents regarding administration of grants on behalf of the Town of Canandaigua for a term ending December 31, 2018, and;

BE IT FURTHER RESOLVED, the Town Board authorizes and directs the Town Manager to execute the collection of administrative fees commonly referred to as 'chargebacks' in keeping with Town Code Chapter 111; and

BE IT FINALLY RESOLVED, the Town Board appoints the Town Manager as the MWBE/MWBO Officer for the Town of Canandaigua for a term ending December 31, 2018.

RESOLUTION NO. 2018 – 015: DESIGNATION OF PROFESSIONAL SERVICE PROVIDERS

BE IT RESOLVED:

1. Upon the approval of an mutually acceptable contract or service agreement, the Canandaigua Town Board hereby authorizes the Town Manager to execute agreements for the following professional service providers:

BPD, Inc.
EFPR Solutions
Reeve Brown PLLC
Reeve Brown PLLC
MRB Group, P.C.
USA Payroll

Bond Counsel
Financial Management Services
Attorney for the Planning & Zoning Boards
Temporary Attorney for Town (month to month)
Engineering Services
Payroll Services

RESOLUTION NO. 2018 – 016: COUNTERSIGNING CHECKS

BE IT RESOLVED:

1. Pursuant to Town Law, §§29(3), 30(9); 34(1), the Canandaigua Town Board hereby requires any check issued for an amount equal to or greater than \$5,000 to be signed by the Town Supervisor or Deputy Town Supervisor and the Town Clerk; and
2. The Town Clerk shall furnish a copy of this resolution to those employees designated as Town Manager, Town Bookkeeper, Finance Clerk 2, and to the Town's Accounting Service Provider, EFPR Solutions.

RESOLUTION NO. 2018 – 017: USE OF FACSIMILE SIGNATURE

BE IT RESOLVED:

1. Pursuant to Town Law, §29 (3), the Canandaigua Town Board does hereby authorize the Bookkeeper to use a facsimile signature of the supervisor for the payment of bills previously approved by the Town Board; and
2. With the prior written authorization of the Town Supervisor, a facsimile signature may be utilized by the Finance Clerk 2 on payroll checks; and
3. The Town Clerk shall furnish a copy of this resolution to those employees designated as Town Bookkeeper and Finance Clerk 2.

RESOLUTION NO. 2018 – 018: APPROVAL AND ACKNOWLEDGEMENT OF CERTAIN TOWN POLICIES AND PROCEDURES

BE IT RESOLVED:

1. Pursuant to General Municipal Law (§104, §806, §64), the Canandaigua Town Board does hereby approves, authorizes, and acknowledges the following Town of Canandaigua Policies and Procedures:
 - Town of Canandaigua Budget Development Policy;
 - Code of Ethics (Chapter 21 of the Town Code);
 - Town of Canandaigua Credit Card and Credit Account Policy and Procedure;
 - Town of Canandaigua Fund Balance Policy;
 - Policy on the Use of Information Technology Services;
 - Town of Canandaigua Investment Policy;
 - Town of Canandaigua Procurement Policy;
 - Town of Canandaigua Vehicle Replacement Policy;
 - Town of Canandaigua Water District Policy;
 - Town of Canandaigua Wire Transfers and Online Banking Policy;
 - Town of Canandaigua Travel and Conference Policy;
2. Directs the Town Clerk to post and maintain the most recently approved policies in the designated folder on the shared (m) drive and can also be found on the Town's [website](#); and
3. Directs the Town Clerk and Town Manager to maintain copies of the "Administrative Manual: Town of Canandaigua Policies" for reference as may be required; and
4. Directs the Town Manager to administer the implementation of the above policies.

RESOLUTION NO. 2018 – 019: 2018 CANANDAIGUA CONSOLIDATED WATER DISTRICT RATES

BE IT RESOLVED:

1. The Canandaigua Town Board does hereby establish the Canandaigua Consolidated Water District rates as described on Town of Canandaigua 2018 Fee Schedule; and
2. A copy of this fee schedule shall be on file with the Town Clerk's office; and
3. The Town Clerk shall post a copy of the fee schedule on the Town's website and is on file in the Town Clerk's office.

RESOLUTION NO. 2018 – 020: 2018 BRISTOL WATER DISTRICT #1 RATES

BE IT RESOLVED:

1. The Canandaigua Town Board does hereby establish the Bristol Water District #1 rates as described on Town of Canandaigua 2018 Fee Schedule; and
2. The Town Clerk shall post a copy of the fee schedule on the Town’s website and is on file in the Town Clerk’s office.

Attachment # 4

RESOLUTION NO. 2018 – 021: 2018 CANANDAIGUA-FARMINGTON WATER & SEWER DISTRICT RATES

BE IT RESOLVED:

1. The Canandaigua Town Board does hereby establish the following rates for the Canandaigua-Farmington Water & Sewer District:

Water: 0 – 6000 gallons	\$4.05/thousand gallons
Water: 6000+ gallons	\$4.55/thousand gallons
Water Minimum Bill	\$26.80
Sewer	\$87.50 flat rate per unit

2. A copy of this resolution shall be on file with the Town Clerk’s office.

RESOLUTION NO. 2018 – 022: 2018 CANANDAIGUA-HOPEWELL WATER DISTRICT RATES

BE IT RESOLVED:

1. The Canandaigua Town Board does hereby establish the following rates for the Canandaigua-Hopewell Water District:

Water: 0 – 7000 gallons	\$ 4.30 /thousand gallons
Water: 7000+ gallons	\$ 4.30 /thousand gallons
Water Minimum Bill	\$ 30.10

2. A copy of this resolution shall be on file with the Town Clerk’s office.

RESOLUTION NO. 2018 – 023: TEMPORARY ASSIGNMENT OF JUSTICES IN THE 7TH JUDICIAL DISTRICT

WHEREAS, towns and villages within the Seventh Judicial District for more than twenty years have consented to the temporary assignment of its justices to other town/village courts within the Seventh Judicial District should the need arise; and

WHEREAS, said assignment procedures administered by the Unified Court Systems have been very successful in streamlining this process when necessary; and

WHEREAS, the Unified Court System Seventh Judicial District is again requesting the consent of the town/villages within this District to the temporary assignment of its justices to provide in other town/village courts within the District as the need arises during the year 2018; and

WHEREAS, both Town Justice Prull and Town Justice Jones support and encourage the town to consent to this assignment procedure; now, therefore, be it

RESOLVED that the Canandaigua Town Board does hereby consent to take part in the temporary assignment of its justices to other town/village courts within the Seventh Judicial District should the need arise; and further

RESOLVED, that the Town Clerk is hereby directed to forward a copy of this resolution to the Unified Court System Seventh Judicial District, Town Justice David Prull and Town Justice Walter Jones.

RESOLUTION NO. 2018 – 024: 2017 FINANCIAL AUDITS

BE IT RESOLVED:

Pursuant to Town Law §123, the Canandaigua Town Board does hereby authorize the Town Manager to execute agreements for the completion of the following 2017 Financial Audits:

1. The audit of the Town Clerks financial records by the EFPR Group at a cost not to exceed \$900; and
2. The audit of the Town Justices financial records by the EFPR Group at a cost not to exceed \$900; and

Attachment # 5

RESOLUTION NO. 2018 – 025: APPROVAL OF PROPOSED ENGINEERING RATES

BE IT RESOLVED:

1. The Canandaigua Town Board hereby approves the 2018 engineering rates for the MRB Group.

Attachment # 6

RESOLUTION NO. 2018 – 026: CONTRACT APPROVAL FOR FINANCIAL ACCOUNTING SERVICES

BE IT RESOLVED:

1. The Canandaigua Town Board hereby approves the EFPR Municipal Finance Contract for certain financial accounting services; and
2. The Canandaigua Town Board directs the Town Manager to take any and all necessary steps to execute the contract; and
3. The Town Clerk shall send the fully executed contract to the vendor and file a copy in the Town Clerk's office.

Attachment # 7

RESOLUTION NO. 2018 – 027: HANDICAP PARKING PERMIT ISSUING AGENT

BE IT RESOLVED:

1. Pursuant to Vehicle and Traffic Law, §1203-a (1), the Canandaigua Town Board does hereby designate the Town Clerk and Deputy Town Clerks as the Town of Canandaigua handicap parking permit issuing agents; and
2. The Town Clerk shall post this designation and information on how to obtain a handicap parking permit on the Town’s website.

RESOLUTION NO. 2018 – 028: CONTRACT APPROVAL FOR PLANNING BOARD AND ZONING BOARD OF APPEALS ATTORNEY

BE IT RESOLVED:

1. The Canandaigua Town Board hereby approves the 2018 contract for Reeve Brown PLLC, Attorneys for the Planning & Zoning Boards; and
2. The Canandaigua Town Board authorizes the Town Manager to take any and all necessary steps to execute the contract; and
3. The Town Clerk shall send the fully executed contract to the vendor and file a copy in the Town Clerk’s office

Attachment # 8

RESOLUTION NO. 2018 – 029: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

WHEREAS, the Town Board is responsible for the general oversight of the Town’s operations and finances; and

WHEREAS, the Town Supervisor, as Chief Financial Officer, is responsible for providing financial reports to the Town Board; and

WHEREAS, the Town Supervisor has provided the Town Board with hard copies and electronic copies of the December 2017 Monthly Revenue/Expense Control Report, cash summary report, EFPR Solutions Executive Summary Report, as well as the and Highway/Water Department Overtime Report and All Department Overtime Report; and

NOW THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby confirms receipt and acceptance of these items.

Attachment # 1

RESOLUTION NO. 2018 – 030: ESTABLISHING 2018 HOURLY EMPLOYEE WAGE RATES & PAYMENT SCHEDULE

Name	Position	2018 Rate	Wage Calculated	Frequency
ES	Court Clerk, PT	\$16.00	Hourly	Bi-weekly
CB	Court Clerk, PT	\$16.65	Hourly	Bi-weekly
SM	Clerk, Part-Time	\$11.30	Hourly	Bi-weekly
CB	ZBA Secretary P/T	\$14.48	Hourly	Bi-weekly
CF	Deputy Town Clerk F/T	\$17.50	Hourly	Bi-weekly
JM	Deputy Town Clerk P/T	\$15.44	Hourly	Bi-weekly
RB	Code Enforcement	\$20.00	Hourly	Bi-weekly

	Officer P/T			
MA	Office Specialist #1	\$16.50	Hourly	Bi-weekly
TM	Zoning Inspector, Part-Time	\$20.00	Hourly	Bi-weekly
SR	Planning Aide	\$18.00	Hourly	Bi-weekly
JR	Secretary to Planning Board and ECB	\$13.26	Hourly	Bi-weekly
PP	Real Property Appraisal Aide	\$21.22	Hourly	Bi-weekly
KM	Office Specialist 1 – Highway, F/T	\$15.00	Hourly	Bi-weekly
KS	Finance Clerk I, P/T	\$16.00	Hourly	Bi-weekly
GC	Park-Laborer, F/T	\$17.41	Hourly	Bi-weekly
JW	Park-Laborer, P/T	\$19.00	Hourly	Bi-weekly
	Parks Seasonal Laborer 1, PT	\$13.50	Hourly	Bi-weekly
	Parks Seasonal Laborer 2, PT	\$11.25	Hourly	Bi-weekly
	Lifeguard	\$11.00	Hourly	Bi-weekly
	Senior Lifeguard	\$11.75	Hourly	Bi-weekly
	Recreation Specialist	\$10.50	Hourly	Bi-weekly
	Recreation Assistant	\$10.50	Hourly	Bi-weekly
	Recreation Attendant	\$10.50	Hourly	Bi-weekly
	Day Camp Specialist	\$11.00	Hourly	Bi-weekly
KB	Working Supervisor	\$28.19	Hourly	Bi-weekly
CL	Working Supervisor	\$28.19	Hourly	Bi-weekly
SR	Working Supervisor	\$28.19	Hourly	Bi-weekly
JM	MEO IV	\$26.87	Hourly	Bi-weekly
WB	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
JB	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
PC	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
CF	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
RK	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
SR	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
MB	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
TW	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
JC	Motor Equipment Operator	\$24.62	Hourly	Bi-weekly
BV	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly
LT	Motor Equipment Operator	\$24.62	Hourly	Bi-weekly
AM	Motor Equipment Operator	\$25.92	Hourly	Bi-weekly

KP	Motor Equipment Operator	\$24.62	Hourly	Bi-weekly
DL	Motor Equipment Operator	\$23.33	Hourly	Bi-weekly
JB	Laborer, Part-Time	\$10.50	Hourly	Bi-weekly
BW	Laborer, Part-Time	\$10.50	Hourly	Bi-weekly

RESOLUTION NO. 2018 – 031: ADOPTION OF THE 2018 FEE SCHEDULE

WHEREAS, the Town Manager, Director of Parks and Recreation, Highway / Water Superintendent, and Town Clerk have worked together to amend the Town’s Fee Schedule to include all fees collected by the Town as requested by the Town Board; and

WHEREAS, these department heads and elected officials have presented a revised Fee Schedule to the Town Board for consideration; and

NOW THEREFORE BE IT RESOLVED, the Town Board has reviewed, discussed, and determined that the fees identified in the 2018 Fee Schedule are reasonable and hereby adopts the Town’s 2018 Fee Schedule effective January 8, 2018.

Attachment # 4

RESOLUTION NO. 2018 – 032: BUDGET TRANSFER REQUEST

WHEREAS, the Town of Canandaigua filled a vacancy in the Highway Department in December 2017; and

WHEREAS, the budget line for Office Specialist I was created in November 2017 after the 2018 budget had already been adopted; and

WHEREAS, the Town Budget Officer has reviewed the funds and recommends the transfer; and

NOW, THEREFORE BE IT RESOLVED, that this Board directs the Budget Officer to create the budget line A.5010.132 Office Specialist I and amend the 2018 budget as follows:

Increase A.5010.132, Office Specialist I by \$31,200.00
Decrease A.5010.130, Account Clerk by \$31,200.00

Attachment # 9

RESOLUTION NO. 2018 – 033: AGREEMENT FOR DOG CONTROL SERVICES 2018

WHEREAS, the Town of Canandaigua has received an Agreement from the County of Ontario for Dog Control Services for the year 2018 for consideration; and

WHEREAS, the annual cost of the Agreement is \$22,422.00 and has been allocated in budget line A.3510.400; and

WHEREAS, the proposed is based upon the number of dogs registered in the Town as of June 30, 2017 (1,183); and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute the Agreement and directs the Town Clerk to

secure a fully executed copy of the contract and a current certificate of insurance for the Town's records.

Attachment # 10

RESOLUTION NO. 2018 – 034: APPROVE PURCHASE OF COMPACT TRACK LOADER

WHEREAS, the 2018 adopted budget includes funds for the purchase of a compact track loader at line D.5130.200, Highway Machinery Capital Equipment; and

WHEREAS, quote #23747D024464 from Bobcat of the Finger Lakes details the purchase of a new T650 T4 Bobcat Compact Track Loader for \$52,422.30, the cost of which was calculated using NYS OGS contract #PC67141; and

WHEREAS, the Highway Superintendent recommends trade-in of the 2015 T650 compact track loader for \$46,522.30 to offset the cost of this purchase; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the trade-in and purchase of a new T650 Bobcat compact track loader from Bobcat of the Finger Lakes for a net cost of \$5,900.00 to be charged to the 2018 adopted budget line D.5130.200.

Attachment # 11

RESOLUTION NO. 2018 – 035: APPROVE PURCHASE OF COMPACT EXCAVATOR

WHEREAS, the 2018 adopted budget includes funds for the purchase of a compact excavator at line S.8310.200.247, Water District Capital Equipment; and

WHEREAS, quote #23747D024468 from Bobcat of the Finger Lakes details the purchase of a new E55 T4 Bobcat Compact Excavator for \$61,115.80, the cost of which was calculated using NYS OGS contract PGB #22792; and

WHEREAS, the Highway Superintendent recommends trade-in of the 2017 E42 compact excavator for \$44,500.00 to offset the cost of this purchase; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the trade-in and purchase of a new Bobcat compact excavator from Bobcat of the Finger Lakes for a net cost of \$16,615.80 to be charged to the 2018 adopted budget line S.8310.200.247.

Attachment # 12

RESOLUTION NO. 2018 – 036: AUTHORIZATION TO ORDER TWO (2) DUMP TRUCKS WITH PLOWS

WHEREAS, GML § 103 (16) authorizes a political subdivision to purchase apparatus, materials, equipment and supplies, through the use of contract let by any other political subdivision; and

WHEREAS, the Town of Canandaigua Procurement Policy states that if the Town is purchasing off a properly let municipal contract, the Town is not required to engage in competitive bidding, and

WHEREAS, quote from Kenworth Northeast Group, Inc details the purchase of two (2) new T-800 series cab and chassis for \$278,760.00 (\$139,380.00 each) the cost of which was calculated using Onondaga County piggy back bid; and

WHEREAS, quote from Tenco Industries Inc. details the purchase of two (2) dump boxes and plow equipment for \$174,802.00 (\$87,401.00 each) the cost of which was calculated using Onondaga County piggy back bid; and

WHEREAS, the 2018 adopted budget line D.5130.200 (Machinery/Capital Equipment) includes funds for the purchase of two (2) dump trucks with plows; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Highway Superintendent to order two (2) dump trucks with plow equipment for \$453,562.00 and authorizes the Highway Superintendent to execute this purchase.

Attachment # 13

RESOLUTION NO. 2018 – 037: RESOLUTION TO ENCUMBER FUNDS FOR PROJECTS STARTED IN 2017, FROM THE 2017 ADOPTED TOWN BUDGET TO THE 2018 ADOPTED TOWN BUDGET

WHEREAS, the Town Board of the Town of Canandaigua recognizes that certain projects or contracts have been approved with associated expenses included in the 2017 budget which will not be completed prior to the end of the 2017 budget year, and;

WHEREAS, the Town Board wishes to see these projects and contracts completed as originally budgeted in the 2017 Town of Canandaigua budget, and;

WHEREAS, the Town Board determines that it is necessary to encumber appropriations from the 2017 Town of Canandaigua budget into 2018 for those item(s) identified as follows:

<u>Description</u>	<u>FROM: 2017 Account #</u>	<u>2017 Budget Amount to Encumber to 2017</u>	<u>TO: 2018 Account #</u>
Purchase of transfer station container, compactor, and covers (Resolution # 2017-349)	A.8160.201	\$ 60,046.00	A.8160.201
Open Space and Conservation Plan (Resolution # 2017-298)	A.8020.422	\$ 9,145.00	A.8020.422
Septic Tank replacement at Onanda (Resolution # 2017-379)	A.7110.201	\$ 16,489.00	A.7110.201

WHEREAS, the item(s) identified above are deemed to be in process totaling \$ 85,680.00, and;

NOW, THEREFORE BE IT RESOLVED, the Town Board directs the appropriations identified above hereby be encumbered from the Town of Canandaigua 2017 adopted budget, lines as identified, to the Town of Canandaigua 2018 adopted budget as identified in the fund named and for the purposes herein specified.

Attachment # 14

RESOLUTION NO. 2018 – 038: APPOINTING MARY BEER, ONTARIO COUNTY PUBLIC HEALTH DIRECTOR, AS TOWN OF CANANDAIGUA LOCAL HEALTH OFFICER

WHEREAS, Town of Canandaigua Health Officer Debbie Burger in September offered her resignation to the Town Manager due to personal circumstances and it was accepted via a Town Board resolution; and

WHEREAS, In an effort to comply with the Shared Services Initiative, the Town of Canandaigua and Ontario County have identified an opportunity to have Mary Beer, RN MPH, the Public Health Director for Ontario County serve as Local Health Officer for the Town of Canandaigua; and

WHEREAS, Mary Beer, RN MPH agrees to act as Local Health Officer for the Town of Canandaigua and other additional municipalities, thereby eliminating the need for each municipality to appoint and pay an individual health officer; and

WHEREAS, via this resolution, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”)intends to appoint Mary Beer, RN, MPH as the Town of Canandaigua’s Local Health Officer; and

WHEREAS, it is understood and agreed Mary Beer, RN MPH, in furtherance of this appointment, will investigate complaints of public health nuisances arising in the Town and when necessary to resolve said nuisances will present the facts and recommendations to the Town Board for their decision and enforcement action; and

WHEREAS, the Ontario County Health and Human Services Committee has reviewed the process and recommends adoption of this resolution consistent with the County’s Shared Services Initiative, which the Town Board fully supports; and

NOW THEREFORE BE IT RESOLVED, Pursuant to New York Public Health Law §320, it is mutually agreed between the Town Board and the Ontario County Board of Supervisors that Mary Beer, RN MPH shall be appointed as the Local Health Officer for the Town of Canandaigua to serve a term beginning January 1, 2018 and ending December 31, 2018; and

BE IT FURTHER RESOLVED, The payment of any costs to abate a public health nuisance within the Town of Canandaigua shall be the responsibility of the Town of Canandaigua; and

BE IT FINALLY RESOLVED, the Town Board hereby directs the Town Clerk to send a certified copy of this resolution to the County Administrator, the Public Health Director, and the Ontario County Attorney’s Office.

RESOLUTION NO. 2018 – 039: ACCEPTANCE OF QUALITY LAWN AND LANDSCAPE’S QUOTE FOR 2018 PARKS LAWN MAINTENANCE AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) has received a quote from Quality Lawn and Landscape, Inc. for the 2018 maintenance of the lawns at three Town parks: Blue Heron, Leonard Pierce, and Richard P. Outhouse; and

WHEREAS, the Director of Parks and Recreation is recommending the acceptance of this quote of \$ 22,540.00 for the care and maintenance of the lawns at the three parks; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby accepts said quote and authorizes the Town Manager to execute any and all documents relative to the acceptance of

the quote from Quality Lawn and Landscape, Inc., in the amount of \$ 22,540.00 for the 2018 maintenance of the lawns at three Town parks: Blue Heron, Leonard Pierce, and Richard P. Outhouse at a cost not to exceed \$ 22,540.00 to be funded through Town of Canandaigua 2018 Town Budget A.7110.400.

Attachment # 15

RESOLUTION NO. 2018 – 040: LAND OF LEGENDS RACEWAY INC ALCOHOLIC BEVERAGES LICENSE NOTICE

WHEREAS, the Town received on December 27, 2017, a 30-Day Advanced Notice, (“30-Day Notice”), for a New On-Premises Alcoholic Beverages license application for Land of Legends Raceway Inc to be located at 2820 county Road 10.; and

WHEREAS, the Town does not express any opinion for or against the application;

NOW, THEREFORE, BE IT RESOLVED that, the Town Board takes no further action relative to the 30 Day Notice.

Attachment # 16

RESOLUTION NO. 2018 – 041: AUTHORIZATION FOR BUDGET OFFICER AND BOOKKEEPER TO MAKE BUDGET TRANSFERS RELATING TO 2017 BUDGET

WHEREAS, the Town Board, Bookkeeper and Budget Officer have identified the need to consider certain budget transfers in order to balance the 2017 budget; and

WHEREAS, the Town Board of the Town of Canandaigua has reviewed these recommendations and wishes to make the following adjustments; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Budget Officer and Bookkeeper to make the following budget transfer entries into the Town of Canandaigua accounting system in order to amend the 2017 Town budget;

GENERAL FUND

Increase	A.1355.400 Assessor Contr	\$ 4,229.20
Decrease	A.1420.400 Attorney	\$ 4,229.20
	(TM note: extra costs due to litigation, transfer from attorney)	
Increase	A.1940.200 Purchase Land	\$ 2,690.54
Decrease	A.1940.400 Purchase Land	\$ 2,690.54
	(TM note: survey work etc related to purchase property)	
Increase	A.1460.400 Records Mgmt	\$ 42.06
Decrease	A.8020.400 Plan.Contr	\$ 42.06
	(TM note: overage due to code update, local laws)	
Increase	A.7110.402 Park, Tree & L	\$ 1,769.15
Decrease	A.7110.400 Park.Contr	\$ 1,769.15
	(TM note: mulch etc came out of 402 instead of 400 in May 2017)	
Increase	A.9060.820 Hosp.Buy-Out	\$ 615.12
Decrease	A.1990.400 Contingency	\$ 615.12

(TM note: this is medical buy-out line, employees who opt out)

HIGHWAY FUND

Increase	D.9030.800 Social Security	\$ 1,385.99
Decrease	D.5110.400 General Repairs	\$ 1,385.99

WATER FUND

Increase	F.8310.410 Legal Services	\$ 2,000.00
Decrease	F.8310.450 Engineering	\$ 2,000.00

(TM note: consolidation of water districts)

BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide a copy of this resolution to the Budget Officer and Bookkeeper.

Attachment # 17

RESOLUTION NO. 2018 – 042: ACCEPTANCE OF CREEKVIEW APARTMENTS UTILITY EASEMENTS

WHEREAS, Creekview Apartments will require fifteen off-site utility easements for Creekview Apartments for the purposes of running various utilities and installing sidewalks; and

WHEREAS, the Town of Canandaigua’s Town Engineer has provided a final review of the utility easement plans and has determined them to be satisfactory and the review and associated plans are attached herein; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby accepts the proposed easements for Creekview Apartments.

Attachment # 18

RESOLUTION NO. 2018 – 043: AUTHORIZATION FOR BOOKKEEPER AND BUDGET OFFICER TO MAKE INTERFUND TRANSFERS WITHIN THE 2018 BUDGET FOR AMOUNTS LESS THAN \$ 5,000

WHEREAS, the Town Board of the Town of Canandaigua wishes to utilize professional staff to make budgetary interfund transfers in an amount less than \$ 5,000 in order to operate more efficiently allowing transfers to happen more quickly resulting in the presentation of bills to the Town Board without first having to wait for small budgetary interfund transfers; and

WHEREAS, the Town Board retains all authority relating to budget transfers and reserves the right to direct the Bookkeeper and/or Budget Officer to make any budgetary transfers or amendments that it deems is necessary; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Bookkeeper and/or Budget Officer to make interfund transfers in amounts less than \$ 5,000 in the 2018 Town of Canandaigua budget for a time period ending December 31, 2018 or as otherwise directed by the Town Board; and

BE IT FINALLY RESOLVED, the Town Board directs the Bookkeeper and Budget Officer to prepare resolutions for consideration by the Town Board for any required transfers in excess of \$ 5,000 and/or any transfers that involve the transfers of any amount between funds.

RESOLUTION NO. 2018 – 044: AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT WITH THE TOWN ENGINEER TO WRITE GRANT FOR WATER PROJECT, BOOSTER STATION, TANK AND TRANSMISSION PROJECT

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) wishes to utilize professional services of the Town Engineer, MRB Group, to write a grant proposal for Round 3 of the NYS Water Grants Program for the Canandaigua Consolidated Water District Booster Station, Tank and Transmission Main Project; and

WHEREAS, the Town Board has determined the projects are needed for the proper and efficient operation of the Canandaigua Water Districts; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Town Manager to execute an agreement with MRB for the preliminary engineer report, environmental review and report for Round 3 of the NYS Water Grants Program for the Canandaigua Consolidated Water District Booster Station, Tank and Transmission Main Project in an amount not to exceed \$ 28,000.00 to be paid from Account # 2018/S.8310.450.247.

Attachment # 19

RESOLUTION NO. 2018 – 045: ACKNOWLEDGEMENT AND APPROVAL OF ENVIRONMENTAL CONSERVATION BOARD’S 2018 GOALS

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) has been provided a list of proposed goals for 2018 by the Town of Canandaigua Environmental Conservation Board (ECB); and

WHEREAS, the Town Board wishes to extend sincere appreciation to the ECB, and acknowledge the proposed goals for 2018; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua approves of the ECB’s proposed goals as identified in their proposal including public education and outreach, quarterly newsletter articles, support for Plan2028, participation in the new highway facility open house mid-2018, and a rain garden program at Outhouse Park.

Attachment # 20

RESOLUTION NO. 2018 – 046: AUTHORIZATION OF PURCHASE BY STATE BID FOR SCHEDULED VEHICLE REPLACEMENT, 2018 FORD ESCAPE; AUTHORIZATION OF TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) has adopted a vehicle replacement policy; and

WHEREAS, the 2018 approved Town Budget includes the purchase of a new vehicle for the Development Office and a truck for the Parks Department; and

WHEREAS, the Town Manager had recommended that the 2014 Ford truck currently operated by the Development Office be transferred to the Parks Department, and the Development Office utilize a more cost efficient car; and

WHEREAS, Van Bortel Ford has provided by New York State bid a quote for a 2018 Ford Escape available for \$ 23,804.80; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the use of NYS bid to purchase a 2018 Ford Escape from Van Bortel Ford at a cost not to exceed \$ 24,000.00 to be paid from Town of Canandaigua 2018 budget Account No. A.8010.210 (2018 budgeted amount \$ 20,000); and

BE IT FURTHER RESOLVED, the Bookkeeper and Budget Officer are directed to make a 2018 budget transfer in the amount of \$ 4,000 from Parks.Capital (A.7110.201) to Development.Planning.Vehicle (A.8010.201); and

BE IT FURTHER RESOLVED, the Town Manager is hereby authorized to execute any and all documents relative to the purchase of the 2018 Ford Escape; and

BE IT FURTHER RESOLVED, the Town Manager is directed to surplus the 2013 Ford Escape; and

BE IT FINALLY RESOLVED, the Town Board authorizes directs the Town Clerk to provide a copy of this resolution to the Bookkeeper and Town Manager.

Attachment # 21

RESOLUTION NO. 2018 – 047: SETTING OF JOINT MEETINGS WITH THE TOWN BOARD, PLANNING BOARD, ZONING BOARD OF APPEALS, ENVIRONMENTAL CONSERVATION BOARD, AGRICULTURE ADVISORY BOARD, AND CITIZENS IMPLEMENTATION COMMITTEE

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) wishes to establish dates for specific joint meetings of all of the Town of Canandaigua Boards in order to share information between the groups; and

NOW THEREFORE BE IT RESOLVED, the Town Board directs the Town Clerk and Town Manager to provide notice to all boards and committees of joint meetings with the Town Board for 5:00pm on February 12, 2018, May 21, 2018, August 20, 2018, and November 19, 2018 at the Town Hall prior to Town Board meetings.

RESOLUTION NO. 2018 – 048: APPROVING FINAL JOINT CONSOLIDATION AGREEMENT FOR THE CONSOLIDATION OF CERTAIN DEBT FREE WATER DISTRICT EXTENSIONS INTO THE EXISTING CANANDAIGUA CONSOLIDATED WATER DISTRICT

WHEREAS, New York General Municipal Law (GML) Article 17-A provides for the consolidation of two or more local government entities if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State of New York; and

WHEREAS, the Town Board of the Town of Canandaigua duly formed the following Special Water Districts to provide long-term, safe and reliable water supply for all customers in those districts:

1. **CANANDAIGUA CONSOLIDATED WATER DISTRICT;**
2. **NOTT ROAD EXTENSION # 6;**
3. **WEST LAKE ROAD SOUTH EXTENSION # 8;**
4. **CRAMER ROAD EXTENSION # 9;**
5. **PARRISH STREET EXTENSION # 5;**
6. **WEST LAKE ROAD BENEFIT DISTRICT;**
7. **WYFELLS ROAD EXTENSION # 10;**
8. **ADAMS ROAD EXTENSION # 11 and**
9. **PARRISH ROAD EXTENSION # 20**

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has determined, after due deliberation, that it is in the best interests of the Town to consolidate the above water districts to maintain stability, and to reduce administrative and operational costs wherever possible; and

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, prepared a Proposed Joint Consolidation Agreement pursuant to GML Article 17-A to effectuate said consolidation; and

WHEREAS, on November 20, 2017, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, by Resolution No. 2017-380, endorsed the Proposed Joint Consolidation Agreement; and

WHEREAS, in accordance with General Municipal Law (GML) § 753, the Proposed Joint Consolidation Agreement was displayed publicly and posted on the Town's website, and a summary of the Proposed Joint Consolidation Agreement was published once each week for four consecutive weeks; and

WHEREAS, in accordance with GML § 754, duly noticed public hearings on the Proposed Joint Consolidation Agreement were held on December 18, 2017 and January 8, 2018; and

WHEREAS, there have been no objections to the Proposed Joint Consolidation Agreement and no amendments necessitated after the notice and final hearing have closed; and

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has converted the Proposed Joint Consolidation Agreement to a Final Joint Consolidation Agreement, which is attached hereto as Exhibit A; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the Final Joint Consolidation Agreement as attached hereto as Exhibit A.

Attachment # 22

- Approval of the following Town Board Meeting Minutes:
December 18, 2017
- Payment of the Bills
Abstract Claim Fund Totals presented by Town Clerk
Voucher Summary Report for Town Board signatures
(By signing, Town Board members represent they have reviewed the purchases for compliance with the Town's approved policies & approve of the prepared Voucher Summary Report and the attached invoices)
- Privilege of the Floor
- Other Business
- Privilege of the Floor
- Executive Session, as requested
- Adjournment

ATTACHMENT 1

Dennis Brewer, Director of Parks and Recreation, report for January 8, 2018 Town Board meeting.

Roofs: The roofs on Tilipe, Anekule and the women's bathroom are done.

Meeting: The Parks and Recreation Committee will be meeting on January 11 at 6:00 at town hall to discuss the master plan. If needed, they will also meet on January 18.

Day Camp: I will be meeting with the city to set up a schedule for Day Camp. We will also discuss the printing of the summer guide.

Senior Trips: During January, I will meet with the tour group to set up trips for seniors.

Report of Highway and Water Superintendent 1/8/2018

Highway

1. Employees are very happy now that the new highway facility is open to park trucks in.
2. Snow operations have been going well.
3. I will be using town forces to begin demolition of the interior walls in the existing building to allow for the remodeling of it.

Water

1. Fourth quarter billing is done and mailed.
2. Dealing with frozen water meters in homes due to the very cold weather
3. Water rates will be increasing for 2018 due to an increase from the City of Canandaigua water treatment plant. The increase is 17.28 % from last year. I have increase our water rates for 2018 in the same percentage.
4. The public works committee will be meeting late January to discuss the water improvements needed for the water pump building relocation and cost.
5. The town of Canandaigua and East Bloomfield with the help of Chris Nadler are recreating our water agreement since it has not been revised since 1977.
6. I will be meeting with the Bristol town board on water rates and disinfection by products.
7. The new Muni Link software it working well for my department.

Other items

1. Review the IMA with Cdga-Hopewell water
2. Discuss with MRB on a cost to have sanitary sewer installed on Acorn Hill.
3. Setting an information meeting with the residents of Acorn Hill to discuss the proposed road work.
4. The site design standards update is 95 % done we will finish in January and present to the board in February.
5. Kaitlynn is doing very well on how things operate in the town.

Assessor's Report January 8, 2018

Year to date there have been 133 sales in Town with a median price of around \$260,000. The highest sale this year was for \$1.6 m.

This compares to last year's figure 130 sales with a median price of around \$250,000 and a high sale price of \$1.1 m.

Ag, Enhanced Star, and Sr. forms are being returned to my office for owners to get their appropriate exemptions.

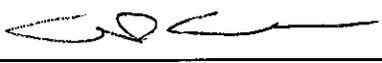
Christopher Lyon, IAO

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	3	1,125.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	2	335.00
	Park Rentals	Onanda Cabin Residential Weekly	1	425.00
			Sub-Total:	\$1,885.00
A.2590	Building Fee	Building Fee	2	367.60
			Sub-Total:	\$367.60
A1255	Marriage Lic.	Marriage License Fees	5	87.50
	Misc. Fees	Copies	1	9.50
		Marriage Cert	1	10.00
			Sub-Total:	\$107.00
A1603	Misc. Fees	Death Cert	26	260.00
			Sub-Total:	\$260.00
A2110	Plan & Zone	Zoning Fee	3	400.00
			Sub-Total:	\$400.00
A2120	Plan & Zone	Soil Erosion	11	1,650.00
			Sub-Total:	\$1,650.00
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	23	299.00
		Female, Unspayed	2	38.00
		Male, Neutered	17	221.00
		Male, Unneutered	2	38.00
	Late Fees	Late Fees	8	40.00
			Sub-Total:	\$636.00
A2590	Plan & Zone	Site Development	17	6,850.60
			Sub-Total:	\$6,850.60
A2591	Misc. Fees	Transfer Coupons	188	680.00
			Sub-Total:	\$680.00
CM-2001	Plan & Zone	Parks And Recreation	9	9,000.00
			Sub-Total:	\$9,000.00
F.2140	Rents Payments	Rents Payments	7	396.05
			Sub-Total:	\$396.05
F.2142	Water Sales	Water Sales	1	122.25
			Sub-Total:	\$122.25
F.2144	Service Hookups	Service Hookups	1	4,400.00
			Sub-Total:	\$4,400.00

Account#	Account Description	Fee Description	Qty	Local Share
			Total Local Shares Remitted:	\$26,754.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			52.00
Amount paid to:	State Health Dept. For Marriage Licenses			112.50
Total State, County & Local Revenues:		\$26,919.00	Total Non-Local Revenues:	\$164.50

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jean Chrisman, Town Clerk, Town of Canadaigua during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.



Supervisor

1.2.18

Date



Town Clerk

1/2/2018

Date

TOWN OF CANANDAIGUA TOWN MANAGER MONTHLY REPORT

January 8, 2018

PERSONNEL

KUDOS: A special thank you to the Town of Canandaigua Highway and Parks employees who have been braving frigid temperatures to keep roads clear and safe for our residents.

DEVELOPMENT / PLANNING

Concept Mapping: The Town of Canandaigua, City of Canandaigua, and Canandaigua Chamber of Commerce are jointly doing a concept mapping project in order to identify future economic development opportunities and improve the economic vitality of our community. The first step in the process is to gather information from community members starting in mid January through an electronic input processing software.

Economic Development: Our Economic Development Team met on January 2nd to discuss the status of the Uptown Feasibility Study, Concept Mapping Project, and to review some proposals relating to multi-tenant signage.

Building Permits: The Development Office issued 512 permits in 2017. Please see the attached report from Chris Jensen for detailed information pertaining to the Development Office.

Upcoming Meetings:

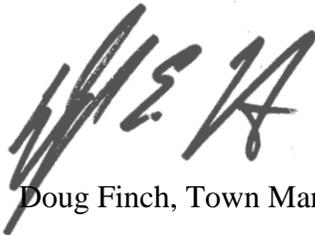
Planning – The next scheduled Planning Board meeting is January 9th at 6:30pm.

Zoning – The Zoning Board of Appeals next meets January 16th at 6:00pm.

Environmental Conservation Board – February 1st at 4:30pm.

Agriculture Advisory Committee – February 1st at 6:00pm.

Citizens Implementation Committee – January 16th at 9:00am to discuss Parks and Recreation Master Plan.



Doug Finch, Town Manager

Town of Canandaigua

5440 Routes 5 & 20 West - Canandaigua, NY 14424 - (585)394-1120

www.townofcanandaigua.org

Established 1789

Development Office 2017 End of Year Permit Information

RESIDENTIAL	SINGLE FAMILY	26
	TOWNHOUSE UNITS - INDIVIDUAL DWELLINGS (# of Buildings)	23 (6)
	MULTI-FAMILY APARTMENTS (INDIVIDUAL LIVING UNITS)	12 Buildings (96) Units
	MANUFACTURED HOMES	10
	ALTERATIONS	58
	REPAIRS	11
	ADDITIONS	61
	DEMOLITION	15
	ACCESSORY STRUCTURES	62
	SWIMMING POOLS	22
	DOCKS	6
	FENCE	31
	SOLAR (ACCESSORY)	4
	SOLAR (ROOFTOP)	3
COMMERCIAL INDUSTRIAL	NEW STRUCTURES	5
	COM. SOLAR ARRAYS	0
	ALTERATIONS/REPAIR	6
	ADDITIONS	0
	ACCESSORY STRUCTURE	4
AGRICULTURAL	NEW STRUCTURES	2
SIGNS	NEW PERMITS	12
OP. PERMITS	NEW PERMITS	35
EROSION	NEW PERMITS	8 Independent (57 Total w/other permits)

Total Permits Issued in 2017: **512** (picked up and paid for)

2017 Summary Report									
As of 12/31/2017									
TOTAL INSPECTIONS				HISTORICAL DATA					
	Dale	Chris	StormWater	INSPECTIONS				PERMITS	
January	279	64	18	2008	1544		2008	466	
February	152	77	15	2009	1829		2009	340	
March	180	56	31	2010	1703		2010	377	
April	197	36	66	2011	2045		2011	407	
May	274	45	49	2012	2749		2012	454	
June	287	63	26	2013	2535		2013	380	
July	321	30	44	2014	3772		2014	428	
August	363	49	22	2015	6372		2015	606	
September	254	27	19	2016	5477		2016	497	
October	325	66	12	2017	4109		2017	512	
November	268	72	28						
December	192	87	15						
TOTAL	3092	672	345						

2017 Fire Inspector Summary						
As of 12/31/2017						
Ron Bement						
INITIAL INSPECTIONS	Assembly	Commercial	Multi-Family			Tents
January	4	3	Ononda - 18			
February	2	2	County Fair 19 + Venders			
March	2	35	Brentwood - 36			
April	5	2	Georgian - 13			
May	7	6	Quail Summit - 118			2
June	1	7	DePaul - 48			
July	1	7	Notre Dame - 92			1
August	4	12	Holiday Inn - 84			10
September	4	4	Ferris Hills - 102			2
October	4	10	Clark Meadows - 54			
November	5	10	LaFayette Motel - 18			
December	11	3				
TOTAL	50	101	602			15
FOLLOW-UP INSPECTIONS		TOTAL	156			
ANNUAL TOTAL (Initial + Follow-Up + Multi + Tents)						
924						

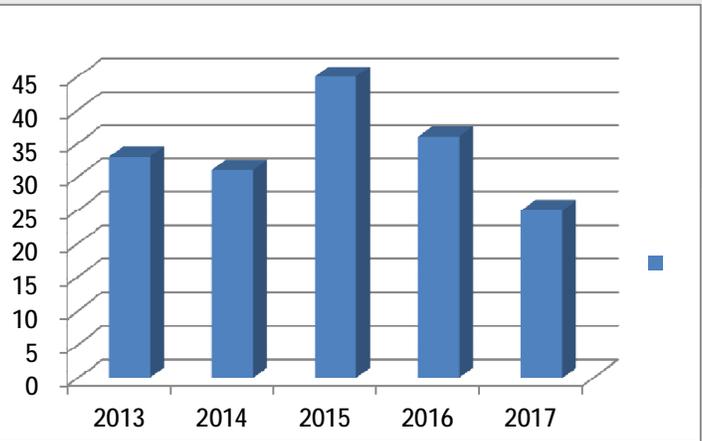
Town of Canandaigua Development Permits

Years 2013 - 2017

Single Family Homes

2013	33
2014	31
2015	45
2016	36
2017	25

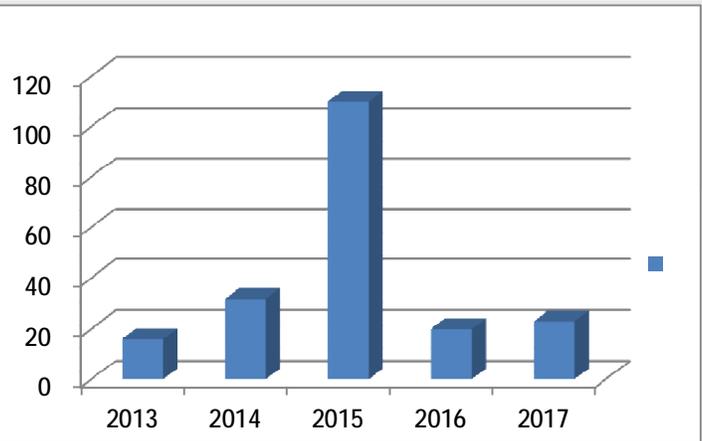
Single Family Homes 2013-2017



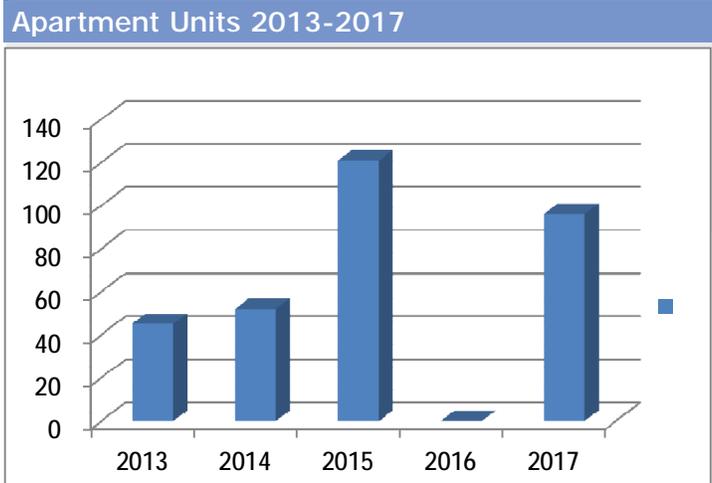
Townhouse Units

2013	16
2014	32
2015	110
2016	20
2017	23

Townhouse Units 2013-2017

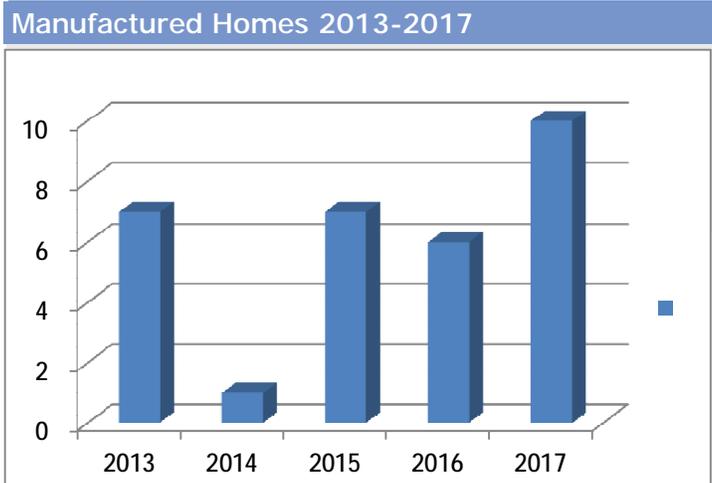


Apartment Units	
2013	45
2014	52
2015	121
2016	0
2017	96

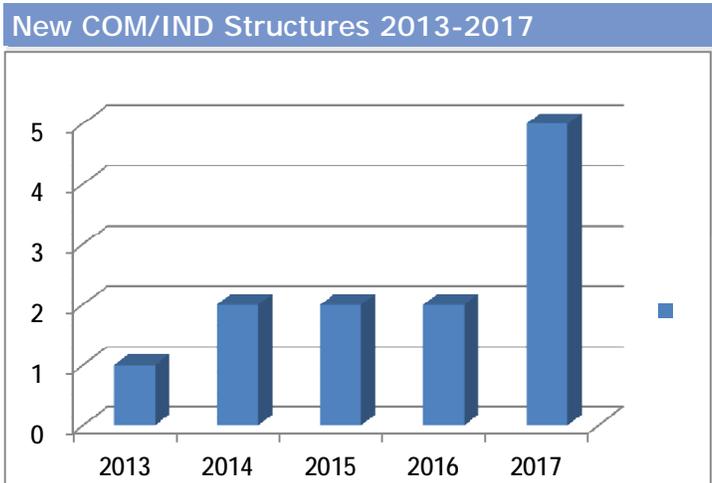


Manufactured Homes	
2013	7
2014	1
2015	7
2016	6
2017	10

(includes replacements)

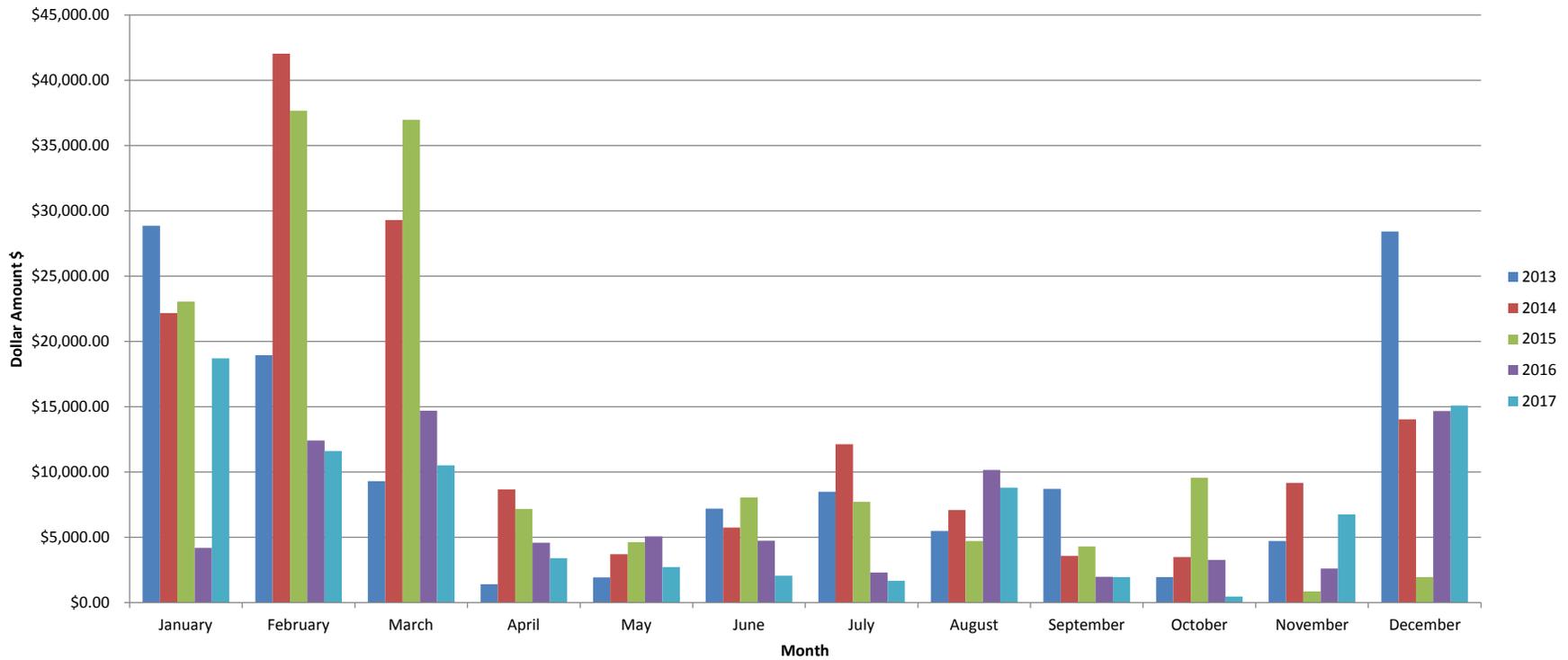


New COM/IND Structures	
2013	1
2014	2
2015	2
2016	2
2017	5

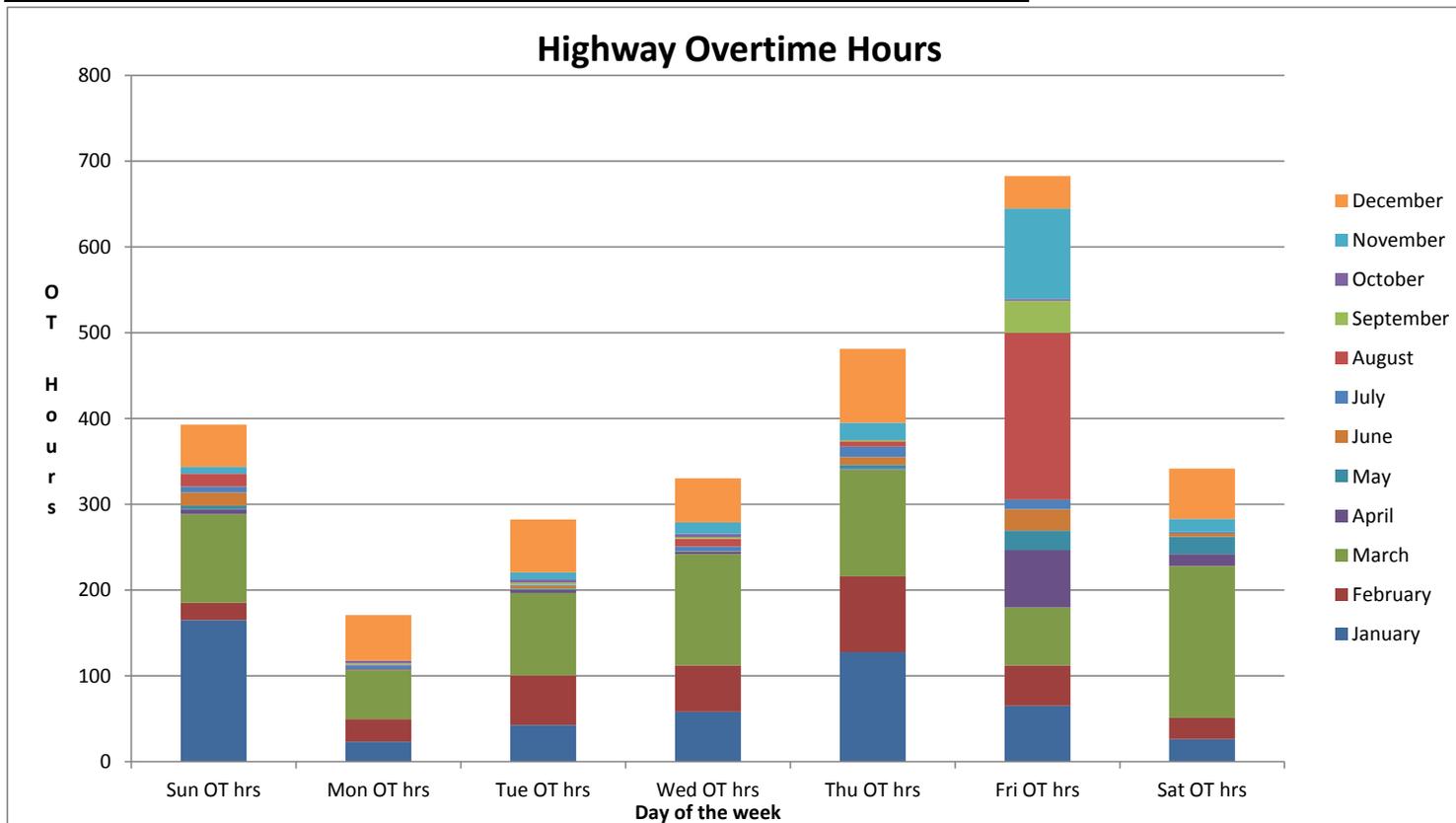


	2013	2014	2015	2016	2017
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85	\$10,491.75
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14	\$3,402.95
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36	\$2,715.51
June	\$7,188.71	\$5,730.26	\$8,040.67	\$4,741.15	\$2,060.55
July	\$8,475.63	\$12,116.04	\$7,718.19	\$2,298.19	\$1,664.52
August	\$5,479.85	\$7,085.96	\$4,720.03	\$10,152.84	\$8,794.31
September	\$8,704.27	\$3,575.99	\$4,299.72	\$1,962.98	\$1,940.93
October	\$1,948.35	\$3,476.09	\$9,558.24	\$3,273.32	\$459.55
November	\$4,708.75	\$9,158.92	\$844.76	\$2,596.51	\$6,743.01
December	\$28,423.96	\$14,038.96	\$1,957.16	\$14,667.81	\$15,086.85

**Overtime Amounts for All Employees
2013-2017**



	Sun OT hrs	Mon OT hrs	Tue OT hrs	Wed OT hrs	Thu OT hrs	Fri OT hrs	Sat OT hrs
January	164.75	23	42.5	58	127.5	64.75	26
February	20.5	26.5	58	54	88.5	47.5	25
March	103	56.5	96	130	124	67.5	177
April	6	0	3.5	2.5	1	67	14
May	4	0	1.5	0.5	5	22.5	20
June	15.5	1	3	0.5	9	25	4
July	7	5.25	1	5.25	12	11	2
August	15	0.5	0.5	9	6.5	194.5	0
September	0	1.5	2.5	2	1.5	37.5	0
October	0	3.5	3.5	3.5	0	2	0
November	8	0	8.5	13.5	20	105.5	15
December	49	53	61.75	51.5	86	37.75	58.5
	392.75	170.75	282.25	330.25	481.00	682.50	341.50



ATTACHMENT 2

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

DRAINAGE ADVISORY COMMITTEE

Established October 16, 2017

TUESDAY, NOVEMBER 28, 2017, 9:00 A.M.

MINUTES—FILED WITH TOWN CLERK

Meeting Called by: Charles Oyler, *Chairperson*

Committee Member Present: Kathy Page

Committee Member Excused: Richard Krebs

Town Representatives: James Fletcher, Highway Superintendent
Greg Hotaling, MRB Group, D.P.C.
Chris Jensen, Code Enforcement Officer
Kevin Olvany, Canandaigua Lake Watershed Council

ESTABLISHMENT OF TOWN OF CANANDAIGUA DRAINAGE ADVISORY COMMITTEE

The Town of Canandaigua Drainage Advisory Committee was established by the Town Board on October 16, 2017. The Town Board appointed Richard Krebs, Charles Oyler and Kathy Page to serve through December 31, 2017 (Town Board Resolution #2017-366). Terms of service may be extended by the Town Board. Mr. Oyler was appointed chair of the committee.

The Town Board wishes to understand options with existing drainage districts and explore opportunities for greater efficiency associated with special drainage districts, inventory of existing facilities, existing drainage special districts, possible funding sources and other mechanisms associated with overall storm event drainage mitigation. The Town Board wishes to additionally make available a mechanism for people to share concerns relating to drainage for further investigation.

a. CALL TO ORDER BY THE CHAIR

Mr. Oyler called the meeting to order at 9:00 a.m.

b. LOCATIONS OF REPORTED DRAINAGE PROBLEMS

Prior to the meeting, Mr. Oyler distributed a list of locations of reported drainage problems (e-mail dated November 7, 2017). The list was compiled from Town Manager Doug Finch's files following a public meeting on drainage concerns which was held this past summer with residents:

- Landings Subdivision: General stormwater issues as stated in a letter received in October related to the Landings Drainage District and the Cutri e-mail of June 28, 2017.
- 3458 Sandy Cove: Flooding of Sandy Cove, Poplar Beach and Sandy Beach areas from CMAC and FLCC.
- 3900 County Road 16: Water coming out of ditch over last 10–12 years due to blocked culvert between his house and German home and speed of water coming down the hill
- 4975 Island View Drive: Stream/water coming through basement wall and french drain from hill above his home.
- 3457 West Lake Road: Water comes across road into front yard. culvert edges bent over and filled; county not cleaning pipe, headwall and pipe blocked with debris.
- 3464 and 3476 West. Lake Road: Culvert and swale blocked with debris.
- 3456 West Lake Road: Blockage and wall change made by neighbor above.
- 3890 County Road 16: Water that has been diverted due to new construction at 3880 County Road 16.
- 3455 Sandy Cove: Flooding due to runoff from college (written report dated August 7, 2017, and e-mail dated August 16, 2017).
- 3302 Fallbrook Park: Lift station flooded causing alarm to sound due to blocked culvert at County Road 18.
- 3179 Route 21: Flooding around house and culverts overwhelmed.
- 3430 Poplar Beach: Issues caused by FLCC.
- 3528 Sandy Beach: Water running between properties to lake due to lack of a storm drainage system in Route 364.

- 3284 County Road 16: Culvert near Island View Drive not working and storm sewer at 3286; person fell in open storm sewer.
- 4870 Bedford Drive: Ashton Place; driveway and mulch washing out.

Also prior to the meeting, Mr. Jensen distributed a spreadsheet of the drainage-problem locations with additional information on the specific issue at each location and notes (*see* PDF file attached).

C. DISCUSSION

General discussion comments included:

- From the initial review of the locations, the areas in the vicinities of County Road 16 and Sandy Beach seem to have the greater number of reported drainage problems.
- There are a number of conveyances—some natural and some which have been installed over the years—to channel the flow of stormwater runoff from the steep-slope area above County Road 16 into the lake, i.e., natural watercourses, culverts, concrete swales, etc.
- Upsizing existing culverts could relocate the flow of stormwater runoff into the lake or onto other properties.
- The Ontario County Department of Public Works would have to be involved in drainage projects along County Road 16; access to private property for drainage improvements may also be required for specific projects.
- Prior to meeting with Ontario County representatives, the committee should identify the areas where drainage improvement projects could be completed either by the County or as a joint Town/County initiative.
- Mr. Olvany reviewed the delineated drainage areas on the slopes above County Road 16 and on the east side of the lake in the vicinity of Sandy Beach. Prior to the development of individual drainage improvement projects, he said that a wide view of the drainage areas should be considered to determine the locations and flow of the stormwater runoff, and the impact of the flow upon adjacent properties.
- Stormwater management facilities have not been installed in a number of older residential housing and commercial developments. These facilities are now required by the Town in new developments. Mr. Oyler suggested that perhaps compensatory projects for stormwater runoff storage could be considered.

- Ontario County has mapped culverts along County Road 16 as part of the county's MS4 program initiatives. The locations of the culverts were reviewed on the map.
- Mr. Oyler suggested that prospective drainage improvement projects could be focused with concentrated efforts to resolve a number of problems by the completion of an individual project. He said that property owners should be kept well informed of the committee's work and proposed improvement projects.
- Mr. Hotaling said that the committee should take a 5,000-foot view of the overall drainage concerns and provide the Town Board and residents not only with recommended drainage improvement projects but also with the legal and financial means of how to address them.
- Mr. Olvany noted that related projects which could be completed in upstream areas—such as stormwater retention areas and crop rotations—may alleviate downstream concerns.
- The drainage problems in the Sandy Beach area were discussed. Mr. Olvany reported that efforts to reasonably reduce the drainage entering the pond system on the Finger Lakes Community College property are under study, including the re-flow of water into an enhanced 17-acre wetland area. He said that a grant is being pursued to fund this project.

D. NEXT STEPS

- Committee members are requested to provide additional addresses and locations of drainage problems to Mr. Jensen for inclusion on the updated spreadsheet.
- Mr. Jensen will update the spreadsheet and prepare a pin map of the reported areas of concern for review at the next meeting.

e. NEXT MEETING AND ADJOURNMENT

The next meeting of the committee will be:

TUESDAY, DECEMBER 12, 2017

9:00 a.m.

Canandaigua Town Hall

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

_____ L.S.

John M. Robortella

E-mail distribution:

Krebs, Richard
Oyler, Charles
Page, Kathy

cc. to:

Amon, Michelle
Brabant, Lance
Chrisman, Jean
Cooper, Eric
Cutri, Keith
Davis, Gary
Dworaczyk, Lindda
Fennelly, Terry
Finch, Doug
Fletcher, Jim
Hotaling, Greg
Jensen, Chris
Olvany, Kevin
Reynolds, Kevin
Reynolds, Sarah
Westbrook, Greg

ATTACHMENT 3

**Town of Canandaigua
Rules of Procedure
Adopted at January 9, 2017
Town Board Organizational Meeting**

Resolution #2017-010 Rules of Procedure

Moved By: Councilman Fennelly Seconded By: Councilman Cutri

4 Ayes: Cutri, Fennelly, Reynolds Westbrook

Amended by Resolution # 2016-116 on March 20, 2017

Moved By: Councilman Fennelly Seconded By: Councilman Cutri

5 Ayes: Cutri, Dworaczyk, Fennelly, Reynolds Westbrook

The Town Board hereby adopts the following Rules of Procedure. In the absence of the adoption of its own rules of order, these rules shall apply to all boards and committees of the Town of Canandaigua. The Rules of Procedure will be posted on the Town Clerk's legal bulletin board, in the Town Hall Meeting Rooms and on the Town of Canandaigua website.

**CANANDAIGUA TOWN BOARD RULES OF PROCEDURE
January 2017**

1. The organizational meeting of the Canandaigua Town Board will be held during the month of January of each year, pursuant to the provisions of Town Law. The Town Board shall hold at least one (1) regular meeting each month of the calendar year, the date(s) and time(s) to be decided upon at the organizational meeting.
2. The Town Supervisor shall be the Chair of the Board. In the absence of the Supervisor, the Deputy Supervisor shall act as the Chair of the Board.
3. The majority of the Town Board (3 members) shall constitute a quorum.

COMMITTEES

4. The Supervisor may from time to time create Committees of the Town Board as deemed necessary to assist the Board in the transaction of its business. The Supervisor shall appoint one or more members of the Board to serve on such Committee on an annual basis for a one year term.
5. The Town Board may from time to time also create and abolish advisory, Special Committees and/or Commissions. Any resolution creating an advisory Special Committee or Commission shall specify the powers and duties of the Special Committee or Commission.

MEETINGS

6. At each meeting the order of business shall be:
 1. Call to order and Pledge of Allegiance
 2. Roll Call
 3. Circulation of written communications and correspondence
 4. Privilege of the Floor
 5. Presentations
 6. Public Hearings
 7. Priority Business
 8. Reports of Town Officials and Department Heads
 9. Reports of Committees, Boards and Commissions

10. Privilege of the Floor
11. Resolutions and Motions
12. Approval of the Minutes
13. Approval of Charge Back Billing
14. Payment of Bills
15. Other Business
16. Privilege of the Floor
17. Executive session as needed
18. Adjournment

7. The Chair shall preserve order and decorum at all meetings of the Board.
8. Every Board member, previous to his/her speaking shall address himself or herself to the Chair. When two or more members of the Board address the Chair at once, the Chairperson shall name the Board member who is to speak first. No Board member shall speak more than once on any question, until every Board member choosing to speak shall have spoken.
9. A Board member called to order shall immediately come to order, except that he/she will be permitted to explain. If an appeal shall be taken from a decision of the Chair, the Board shall decide the case by majority vote without debate.

PERMISSION FOR THE PUBLIC TO SPEAK BEFORE THE TOWN BOARD

10. Anyone from the public shall have the right to address the Board during the Privilege of the Floor portion of any Town Board meeting. Upon request a member of the audience may address the Town Board on a matter of public concern. The time allotted for addressing the Board shall be limited to three minutes unless the Supervisor has granted prior approval for additional time.
 - Each speaker will have three minutes to speak. Time may not be transferred from one speaker to another or reserved for a later time in the same meeting.
 - Speakers must direct their comments to the Town Board.
 - The use of racial, ethnic, or homophobic slurs; lewd, obscene, threatening, abusive, or profane language will not be tolerated. Speakers who violate this rule, will have their time immediately revoked and will be asked to leave the meeting.
 - It is helpful, but not required, for speakers to provide their name and address.
 - Written materials may be provided to the Clerk and will be incorporated into the official record.

MOTIONS AND RESOLUTIONS

11. General deadline for preparation and submission of formal Resolutions to the Town Clerk for consideration and/or action by the Town Board is noon the Monday immediately preceding the Town Board meeting. The Town Board hereby acknowledges, in its sole discretion, may continue to consider and/or act upon any and all business that may properly come before the Town Board at any duly convened meeting of the Town Board by request of a waiver of the rule and the approval of a majority of the board.
12. No motion shall be stated, debated, or put, unless it is seconded. When a motion is seconded, the Chair, before debate, shall state it. Any motion shall be reduced to writing if the Chair or any Board member requires it.
13. After a motion is stated, it shall be before the Board, any such motion may be withdrawn by the Councilperson offering the motion at any time prior to decision or amendment.
14. If any question in debate contains several distinct propositions, any Board member may have the same divided.

15. When a question is under debate, no motion may be received, except a motion to amend the question, to put the question, to postpone it indefinitely, to adjourn it to a specific day, to lay it on the table, to commit it to a committee, or a motion to adjourn the Board.
16. Votes, when recorded: The name of the Board member offering a motion or resolution, and the name of the Board members seconding the motion or resolution shall be entered into the minutes. The ayes and nays and abstentions upon any question shall be taken and entered in the minutes. Any such motion must be made by a Board member, be duly seconded and then be approved by an affirmative vote of a majority of the board.
17. No standing rule of order shall be rescinded, suspended or changed, or any additional rule of order be adopted thereto, except by unanimous vote of the members present and voting at a regular or special meeting.
18. Every Resolution and Local Law, as amended before the Board, shall be laid over until the next regular session of the Board if so demanded by any member of the Board. No further action may be taken on the Resolution or Local Law or its amendments, but limited discussion may occur at the discretion of the Supervisor. No member shall be required to tell his/her reason for the lay-over of the Resolution or Local Law. Any action on a laid-over Resolution or Local Law must take place at the next scheduled meeting. No Resolution or Local Law may be laid over a second time.
19. All questions of order not addressed specifically by these Rules of Procedure shall be decided by legal counsel for the Town based on the provisions of Robert's Rules of Order and applicable law.
20. A motion to adjourn, duly seconded, shall always be in order and shall be decided without debate by an affirmative vote of a majority of the Board.

AGENDA

21. The Supervisor will set the agenda. The Town Clerk will post the agenda on the official bulletin board. The Town Clerk or designee will post the agenda and resolutions on the website by 2:00 p.m. the Thursday prior to a Town Board meeting.

MEETING PACKET

23. The Town Clerk and/or the Supervisor will gather all information relevant to the Town Board meeting, including the agenda, and place it in the Town Board folders by 2:00 p.m. the Wednesday prior to a meeting. Also, on the Wednesday prior to a meeting the agenda and supporting documents will be e-mailed to Board members and posted on the Town's website.

ATTACHMENT 4

Town of Canandaigua
2018 Fee Schedule
 (Effective _____, 2018)

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Town Board, have been paid in full. Accepted forms of payment are: cash, check, or credit card (Visa, Mastercard, and Discover).

CABIN / PAVILION / LODGE / HALL RENTALS:

- All lakeside cabins will be rented weekly when reservations are made prior to May 1 (Saturday 3pm to Saturday 10am).
- There is a two night minimum for lakeside cabin rentals made May 1 through October 31.
- Upland cabins can be rented at any time for a two-night stay during the rental season.
- The cost for a multi-day cabin reservation shall not exceed the cost to rent a cabin for one week.
- All rentals must be paid in full within 1 week of the request along with submittal of a signed reservation form.
- To qualify for Town resident rates, a Town resident must make the reservation and be the primary user.
- Cancellations made a minimum of 2 weeks prior to the arrival date will be eligible for a refund minus a \$50 processing fee. There are no refunds for pavilion cancellations.
- Cancellations made a minimum of 2 weeks prior to the arrival date for one or more cabins related to a multiple cabin reservation, will be eligible for a refund minus a \$50 processing fee for each canceled cabin.

Onanda Park Cabins: Weekly Rentals(2 weeks max)	Town Resident	Non-Resident
<u>Upland Cabins:</u> Litahni, Oawensa, Chowat, Gowana, Chule, Kiniks, Adsila	\$175	\$285
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$200	\$360
Abode (3)	\$300	\$485
Hayowentha (12)	\$425	\$660
Onanda Park Cabins: Daily Rentals (3pm to 10am)		
<u>Upland Cabins:</u> Litahni, Oawensa, Chowat, Gowana, Chule Kiniks, Adsila	\$55	\$90
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$70	\$100
Abode (3)	\$75	\$115
Hayowentha (12)	\$100	\$165
Onanda Park Cabins: Off-Season Weekly Rates (Lakeside Cabins Only – April 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$150	\$310
Abode (3)	\$175	\$360
Hayowentha (12)	\$375	\$610

	Town Resident	Non-Resident
Onanda Park Cabins: Off-Season Daily Rates (2 Night Minimum) (Lakeside Cabins Only – April 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$55	\$85
Abode (3)	\$60	\$100
Hayowentha (12)	\$85	\$150
Onanda Park Parking Fees:		
Season Passes	\$35	\$65
Weekday per Vehicle	\$5	\$5
Weekends and Holidays per Vehicle	\$7	\$7
Daily Walk-In per Person	\$1	\$1
Gorham Lodge		
Overnight Rental (1pm to 10am)	\$425	\$425
Full Day Rental (9am to 9pm)	\$325	\$325
½ Day Rental (3pm to 9pm)	\$175	\$175
Crouch Hall @ Onanda Park		
9am to 9pm	\$225	\$225
King Hall @ Onanda Park		
9am to 9pm	\$200	\$200
Pavilions @ Onanda Park (9am - 9pm)		
Rotary	\$110	\$110
Holden	\$85	\$85
Upland Pavilions (31, 38, or 42)	\$75	\$75
West Lake Road Schoolhouse (9am - 9pm)		
Monday – Friday	\$35	\$35
Saturday or Sunday	\$60	\$60
Outhouse Hall		
9am to 9pm	\$150	\$150
Outhouse Park Pavilion		
9am to 9pm	\$45	\$45

DEVELOPMENT OFFICE:		
Zoning Board of Appeals:	Area Variance, Use Variance, Interpretation (Per Requested Variance)	\$100
Solar:	Small Scale Solar Residential	\$100
	Large Scale Solar Facility (where permitted)	\$5 per kw
Planning Board:		
	Special Use Permit Application, Sketch Plan Application	\$100
	Lot Line Adjustments (for each existing and proposed lot)	\$100 per lot
	Major Subdivision (5 or more lots) – Preliminary Approval	\$1,000 plus \$100 per lot
	Major Subdivision (5 or more lots) – Final Approval	\$1,000 plus \$100 per lot
	Minor Subdivision (up to and including 4 lots) – Preliminary Approval	\$250 plus \$50 per lot
	Minor Subdivision (up to and including 4 lots) – Final Approval	\$250 plus \$50 per lot
Site Plan / Construction / Building Permits:		
	Single-Family (Residential) Dwelling / Manufactured Home (AR1, AR2, R120, R130, RLD, RR3, SCR1)	
	Planning Board Site Plan Approval	\$150
	Extension of Site Plan Approval	\$100
	Construction, expansion or structural alternation, including accessory structures	\$50 plus 20¢ per sq ft (Minimum \$100)
	Mechanical improvements	\$50
	Unlisted Permits	\$50
	Issuance of Special Use Permit	\$50
	Sign Permit	\$150 per sign
	Soil Erosion & Sedimentation	\$150
	MS4 Acceptance Certificate	\$150
	Hot Tub / Pool (Above Ground)	\$100
	Hot Tub / Pool (In Ground)	\$150
	Hot Tub / Pool Re-Inspection (for each re-inspection)	\$50
	Certificate of Compliance (not associated with current building permit)	\$50
	Certificate of Pre-Existing Non-Conforming	\$100
	Certificate of Non-Conformity	\$100
	Open Building Permit Extension	\$100
	Release of Stop Work Order	\$100
	Park & Recreation (Per Dwelling Unit)	\$1,000 per unit
	Consultant Fees	See Town Code

Multiple Family Dwelling (MR, MR281, MH)	
Site Plans – Preliminary Approval	\$250 plus \$50 per dwelling unit
Site Plans – Final Approval	\$250 plus \$50 per dwelling unit
Extension of Site Plan Approval	\$100
New Construction, expansion or structural alternations	\$500 plus 30¢ per sq ft
Mechanical improvements	\$200
Unlisted Permit	\$100
Issuance of Special Use Permit	\$50
Sign Permit	\$150 per sign
Soil Erosion & Sedimentation	\$150
MS4 Acceptance Certificate	\$150
Hot Tub / Pool (Above Ground)	\$100
Hot Tub / Pool (In Ground)	\$150
Hot Tub / Pool Re-Inspection (for each re-inspection)	\$50
Open Building Permit Extension	\$100
Certificate of Compliance (not associated with current building permit)	\$50
Certificate of Pre-Existing Non-Conforming	\$100
Certificate of Non-Conformity	\$100
Release of Stop Work Order	\$100
Park & Recreation (Per Dwelling Unit)	\$1,000 per unit
Consultant Fees	See Town Code Chapter 11
Commercial and Industrial (CC, NC, I, LI, RB1)	
Site Plan Approval – Preliminary	\$250
Site Plan Approval – Final	\$250
Extension of Site Plan Approval	\$100
New Construction, expansion or structural alterations	\$500 plus 30¢ per sq ft
Mechanical improvements	\$500
Issuance of Special Use Permit	\$50
Soil Erosion and Sedimentation	\$150
MS4 Acceptance Certificate	\$150
Sign Permit	\$250 per sign
Sign Permit – Tenant Identification Sign	\$150 per sign
Fire Safety Re-Inspection	\$100
Unlisted Permits	\$100
Certificate of Compliance (not associated with current building permit)	\$50
Certificate of Pre-Existing Non-Conforming	\$100
Certificate of Non-Conformity	\$100

Open Building Permit Extension	\$100
--------------------------------	-------

Release of Stop Work Order	\$100
Park & Recreation Fee	\$1,000 per building
Consultant Fees	See Town Code Chapter 11

¹Categories are defined by the occupancy classifications described in the NYS Uniform Fire Prevention and Building Code. Floor or ground area shall be based on the outside dimensions; living area to include breezeway, mud-room, enclosed porch, attached garage, attic and living area in the basement. This calculation shall apply to both new and/or renovated space.

²See Zoning and/or Code Enforcement Officer for Permit Requirements.

³“Structural Alteration” includes windows, doors, and load bearing modifications.

⁴“Mechanical Improvements” include HVAC, electrical, heating and roofs.

WATER DEPARTMENT	
<u>Meters for Canandaigua Consolidated & Bristol Water Districts Only:</u> (The pricing includes tapping of the water main, bronze saddle, corporation stop, curb box valve, curb box, valve box, SS rod, water meter, ERT, and right angle meter valve and inspection of trench)	
¾”	\$850
1”	\$925
1.5”	\$1,757
2”	\$2,222
Water meter larger than 2”	Contact Water Superintendent
¾ inch water meter, ERT, right angle meter valve and inspection	\$550
1 inch water meter, ERT, right angle meter valve and inspection	\$600
Water meter larger than one inch	Contact Water Superintendent
Meter pits are required when the location of the structure is farther than 500 feet from the road.	
¾” meter pit	\$485
1” meter pit	\$730
Greater than 2” service and hook-up for meter pit	Contact Water Superintendent
Replacement Cost of Water Meter Materials:	
Electronic reading device (ERT)	\$260
Replace frost plate for ¾” water meter	\$40
Replace frost plate for 1” water meter	\$48
¾” water meter replacement	\$90
1” water meter replacement	\$190
1” water meter replacement	\$725
2” water meter replacement	\$960

Directional Drilling Under A Road:	Up to 2" Pipe	\$1,000
	2" and larger	Contact Water Superintendent

Testing water meter for accuracy	\$50
Hydrant Meter Rental (Includes a water meter and back flow devise that will be connected to the hydrant by the Water Department. A \$550 deposit is required. When equipment is returned in working condition, \$500 will be refunded)	\$550 plus \$4.87 per 1,000 gallons

Water Charge to East Bloomfield	\$2.62 per 1,000 gallons
---------------------------------	--------------------------

Canandaigua Consolidated & Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$4.23 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$25.38	\$4.87
1"	1 – 10,000	\$42.30	
1 ½"	0 – 16,000	\$67.68	
2"	0 – 30,000	\$126.90	
3"	0 – 50,000	\$211.50	
4"	0 - 80,000	\$338.40	
6"	0 – 160,000	\$549.90	
8" – 12"	0 – 200,000	\$846.00	

TRANSFER STATION	
Transfer Station Coupons: (Coupons, \$2 each, can be purchased at the Town Clerk's office or at the Transfer Station. The machine at the Transfer Station only accepts 1's, 10's and 20's.)	# of Coupons Required
1 – 30 Gallon Bag or Garbage Can (unit of measure)	1
1 – 55 Gallon Barrel (unit of measure)	2
1 Stuffed Chair	2
1 Couch / Love Seat	3
9' x 12' Carpet	2
9' x 12' Carpet Padding	2
Mattress (Twin Size)	2
Mattress (Full or Larger Size)	3
Box Spring (Twin Size)	2
Box Spring (Full or Larger Size)	3
Wood: ½ Bed Pick-Up Load	5
Wood: Full Bed Pick-Up Load	10
Shingles / Drywall: ½ Bed Pick-Up Load	10
Shingles / Drywall: Full Bed Pick-Up Load	14
Batteries	Free

Lawnmowers	Free
Aluminum Windows (glass must be removed)	Free
Oil	Free
CRT Monitor – 18” or Smaller	7
CRT Monitor 19” – 26”	9
CRT Monitor 27” and Larger	22
Any Wood Console / Projection / Oversized Units	25
Flat Panel Monitor	2
Flat Panel TV up to 26”	4
Flat Panel TV 27” and up	9
Printer	Free
Stereo / Radio	Free
Microwave Oven	Free
CPU	Free

TOWN BOARD	
Petition to Amend Official Zoning Map (Mixed Use Overlay Districts)	\$50
Formal Rezoning Process	\$500

TOWN CLERK OFFICE		
Dog Licenses:	Spayed / Neutered	\$14
	Unspayed / Unneutered	\$22
	Replacement Tag	\$3
	Late Fee (if not paid within 30 days of first renewal notice)	\$5
Marriage License		\$40
Birth Certificate (per certificate)		\$10
Death Certificate (per certificate)		\$10
Genealogy Search		\$11 / \$22
Hunting / Fishing Licenses		NYS DEC
FOIL:	8 ½” 11” / 8 ½” x 14” / 8 ½” x 17”	25¢ / page
	Documents in any Disc Format (CD, DVD, etc.)	\$1.25 / disc
	Map Charges (larger than 11” x 17”)	Per Ontario County Copy Rate
Games of Chance		\$25
Returned Check Fee		\$20
Burial Fees at Academy Cemetery:	Adult Casket	\$500
	Cremation	\$350
	Infant	\$200
Copies	8 ½” 11” or 8 ½” x 14” or 8 ½” x 17”	25¢ / page
Peddler & Soliciting Permit		\$100

History:

Adopted by the Town Board of the Town of Canandaigua 6/6/77. Amended in its entirety by resolution on 11/7/83, 6/11/90, and 5/8/95 except for those fees listed separate under local law. Further amended 4/3/07, 12/18/07, 3/3/09, 4/21/09, 12/15/10; 1/3/11; 2/13/12, 1/28/13, 1/6/14, 4/28/14, 1/5/15, 12/21/15, 5/16/16, 7/18/16, 9/19/16, 1/9/2017, 4/17/17, 5/15/17; and _____, 2018.

ATTACHMENT 5

December 12, 2017

Town Board
Town of Canandaigua
5420 State Route 5 and 20 West
Canandaigua, NY 14424

Dear Board Members:

Town law requires that the Town Board analyze the Town Clerk books on an annual basis. Since the Clerk is an elected official independent of the Town of Canandaigua, we propose that we provide this service and submit a memorandum on the books and records to the Clerk and the Canandaigua Town Board.

We will apply the services which have been specified below to the Town Clerk of the Town of Canandaigua for the year ended December 31, 2017. This engagement is solely to assist the Town Clerk of the Town of Canandaigua in the procedures listed below.

The services that we will provide are as follows:

1. Verify and recalculate the bank reconciliations for the Town Clerk in 2017.
2. Review payments to Town for timeliness.
3. Reconcile receipts on the Town Clerk's BAS software to the Town's general ledger.
4. Analytically compare revenues for each of the accounts and explain changes.
5. We will evaluate the revenue and disbursement procedures and determine that they are operating properly

We will submit a memorandum of the procedures performed and our findings. This report is intended solely for the use of the Town Clerk and members of the Town Board of the Town of Canandaigua, and should not be used by anyone other than these specified parties.

Our fee for this engagement will be based on our standard rates with total fees not to exceed \$900.

We appreciate the opportunity to be of service and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

EFPR SOLUTIONS, LLC
AN AFFILIATE OF EFPR GROUP, LLP



By: _____
Justin A. Sansone, CPA, Partner

TOWN OF CANANDAIGUA

By: _____
Town Supervisor

Date: _____

December 12, 2017

Town Board
Town of Canandaigua
5420 State Route 5 and 20 West
Canandaigua, NY 14424

Dear Board Members:

Town law requires that the Town Board analyze the Justice Court books on an annual basis. Since Justices are elected officials independent of the Town of Canandaigua, we propose that we provide this service and submit a memorandum on the books and records to the Justices and the Canandaigua Town Board.

We will apply the services which have been specified below to the Justices of the Town of Canandaigua for the year ended December 31, 2017. This engagement is solely to assist the Justice Court of the Town of Canandaigua in the procedures listed below.

The services we will provide are as follows:

1. We will summarize bank account activities and compare them to recorded receipts and disbursements.
2. We will verify and recalculate the bank reconciliations for 2017.
3. We will summarize monthly fine reports and compare them to monthly transfers to the Town.
4. We will compare bail receipts and disbursements for the year to Justice Court records.
5. We will evaluate the revenue and disbursement procedures and determine that they are operating properly

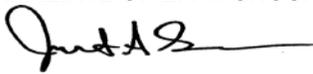
We will submit a memorandum listing the procedures performed and our findings. This report is intended solely for the use of the Justices of the Town of Canandaigua and members of the Canandaigua Town Board and, and should not be used by anyone other than these specified parties.

Our fee for this engagement will be based on our standard rates with total fees not to exceed \$900.

We appreciate the opportunity to be of service and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.
agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

EFPR SOLUTIONS, LLC
AN AFFILIATE OF EFPR GROUP, LLP



By: _____
Justin A. Sansone, CPA, Partner

TOWN OF CANANDAIGUA

By: _____
Town Supervisor

Date: _____

ATTACHMENT 6

Standard Hourly Rate Schedule 2017

<u>CATEGORY</u>	<u>RATE</u>
Principal Engineer II.....	\$170.00
Principal Engineer I.....	\$150.00
Team Leader/Project Manager.....	\$142.00
Sr. Civil Engineer/Technician.....	\$135.00
Civil Engineer III.....	\$115.00
Civil Engineer II.....	\$105.00
Civil Engineer I.....	\$90.00
Senior Process Manager.....	\$90.00
Process Manager.....	\$80.00
Sr. GIS Analyst.....	\$90.00
Sr. Design Technician.....	\$85.00
Design Technician.....	\$55.00
Senior Architect.....	\$140.00
Architect.....	\$120.00
Associate Architect.....	\$100.00
Junior Architect.....	\$90.00
Senior Planning Associate.....	\$100.00
Planning Associate.....	\$90.00
Construction Manager.....	\$90.00
Construction Administrator.....	\$75.00
Construction Facility Observation.....	\$80.00
Construction Utility Observation.....	\$75.00
Construction Technician.....	\$70.00
Administrative Assistant.....	\$55.00
Reproduction Coordinator.....	\$55.00
Specialty Rate.....	\$170.00
Litigation.....	\$250.00

*RATES EFFECTIVE JANUARY 1, 2017 – DECEMBER 31, 2017

ATTACHMENT 7

December 12, 2017

Gregory Westbrook, Supervisor
Town of Canandaigua
5440 State Route 5 & 20
Canandaigua, NY 14424

Dear Supervisor Westbrook:

We are pleased to submit the following engagement letter for accounting services in the Town of Canandaigua. This letter, along with Attachment A, will outline our understanding of the terms and conditions of this engagement and the nature and limitation of the services we will provide.

Scope of Services

We will provide the following services:

1. We will consult with and assist the Town Manager or other personnel responsible for the detail monthly preparation of abstracts, payrolls and receipts.
2. We will propose adjusting journal entries.
3. We will prepare Posting Journals supporting cash transactions and prepare monthly bank reconciliations for the Town Board.
4. We will produce monthly reports from the accounting software to provide the Town Board with comparisons to the budget and other reports that the Town Board deems appropriate.
5. We will assist and consult with you on the preparation of the annual budget for the Town in accordance with the required due dates. We will meet with the Town Board for budget workshops as requested.
6. We will assist with preparation of the Annual Update Document for the Town, including Notes to the Financial Statements.
7. We will consult with the Town as requested by the Town Board on matters described in #1 to #7 at no additional cost.
8. We will provide consulting services in addition to services identified in #1 to #8 under separate agreements approved by the Town Board.

This engagement letter is prepared with the understanding that our significant participation in the bookkeeping functions of the Town will not allow our firm to issue reviewed or Audited Financial statements for the Town. If you determine that the Town needs Audited or Reviewed Financial statements for bonding or other purposes, we will assist the Town in identifying a qualified CPA firm that could provide these services at the best quality and lowest cost available.

Access to Documents/Information

In order for us to efficiently and properly complete the Services hereunder, we may require access to the following documents and information concerning your organization:

- Remote read-only access to bank accounts
- Access to budgets and minutes
- Access to contracts and invoices
- Access to NYS electronic reporting
- Access to abstracts, vouchers, invoices and other accounting data
- Copies of grants, bonds and other debt related transactions
- Copies of other basic documents reflecting your financial transactions

Failure by your organization to provide all necessary documents and information, and to do so in a timely manner, will impede EFPRS's services and may require EFPRS to suspend or withdraw from the engagement. You agree and acknowledge that you will be responsible for any effect on the Services, including any losses or errors which may occur, as a result of failure to provide the required documents.

Gregory Westbrook, Supervisor Town of Canandaigua
December 12, 2017
Page 2

All documentation and information belonging to your organization, which is made known to EFPRS as a result of the provision of Services hereunder, shall be held in complete confidence by EFPRS and shall not be disclosed to any third-party, except as otherwise required by law.

Fees

Our fee will be **\$24,000** for services from January 1, 2018 to December 31, 2018. We will bill you equal monthly installments of **\$2,000**.

Our hourly fees for additional services not in our fixed fee are normally negotiated at a not to exceed amount because of government budget constraints. When the desired services are identified we will use our standard rates to determine the potential fees, but they could be discounted based on the time of the year and nature of the work. Our standard rates are as follows:

- Hourly Rate
 - Partner or Director - \$ 125 per hour
 - Senior Associate - \$ 85 per hour
 - Associate - \$ 65 per hour
- Other Charges
 - Office supplies – Town check supply and postage for vouchers will be charged to the Town. There will be no charge for other supplies.
 - Auto mileage – There will be no charge for auto mileage

Billing Arrangements

Our standard practice is to invoice our fees on a monthly basis. Amounts are due and payable upon receipt. If you wish to inquire about your billing or about the services that have been rendered, please call our office immediately upon receipt of the invoice. If no inquiry about the billing is received by EFPRS within 10 days of issuance of an invoice, the invoice will automatically be deemed approved by the Company. Invoices that are unpaid 30 days past the invoice date are deemed delinquent and we reserve the right to charge interest on the past due amount at the lesser of (a) 1.0% per month or (b) the maximum amount permissible by applicable law. Interest shall accrue from the date the invoice is delinquent.

If an account has fees that are not paid in a timely manner, EFPRS also reserves the right to suspend our services, withhold delivery of any deliverables, or withdraw from this engagement entirely. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse EFPRS for all our costs of collection, including without limitation, attorneys' fees. If EFPRS elects to terminate our services for nonpayment, or for any other reason provided for in this Agreement, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our services. You will be obligated to compensate us for all of our time expended, and to reimburse us for all of our out-of-pocket expenses and internal charges incurred, through the date of termination. We know that you understand this concept and employ good fiscal procedures over your collections and, accordingly, we look forward to your cooperation and understanding.

Document Retention

It is EFPRS's policy to retain engagement documentation for a period of seven years or three years from the termination of the engagement, whichever is later, after which time we will commence the process of destroying our engagement files. To the extent we accumulate any of the Company's original records during the engagement those documents will be promptly returned upon completion of the engagement.

Third-Party Claims

In the event EFPRS is required to respond to a subpoena, court order or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of our engagement, the Town agrees to compensate us at our standard hourly rates then in effect for the time we expend in connection with such response, and to reimburse us for all out-of-pocket costs incurred.

Similarly, in the event we become obligated to pay any judgment, fine, penalty or similar award or sanction; agree to

Gregory Westbrook, Supervisor Town of Canandaigua
December 12, 2017
Page 3

pay any amount in settlement; and/or incur any costs, as a result of any claim, investigation or other proceeding instituted by any third party, including any governmental or quasi-governmental body, and if such obligation is a direct or indirect result of any inaccurate or incomplete information provided to us by the Town, whether intentionally or negligently, and not any failure on EFPRS's part to comply with professional standards, the Town shall indemnify and defend us against all such obligations, agreements and/or costs, including payment of all attorneys' fees incurred by EFPRS.

We appreciate the opportunity to provide you this unique opportunity for both your organization and our firm. We believe that it will ultimately prove beneficial for both parties. If you have any questions or would like additional information please don't hesitate to call.

Very truly yours,

EFPR SOLUTIONS, LLC
AN AFFILIATE OF EFP ROTENBERG, LLP

By: 
Justin A. Sansone, CPA, Partner

TOWN OF CANANDAIGUA

By: _____
Gregory Westbrook, Supervisor

Date: _____

ATTACHMENT "A" TO EFPRS ENGAGEMENT LETTER

TERMS AND CONDITIONS

1. **Term and Termination.** Each party shall have the right to terminate this Agreement at any time by giving written notice to the other party not less than thirty (30) days before the effective date of termination. In addition, EFPRS may terminate the Agreement immediately if EFPRS reasonably determines that EFPRS is unable to perform the Services in accordance with applicable professional standards or applicable law, in the event of non-payment by the Company for the Services rendered, or in the event of insolvency or bankruptcy by the Company. In the event of termination pursuant to this paragraph, the Company agrees to compensate EFPRS for Services performed and expenses incurred through the effective date of termination, whether the Services have been completed.
2. **Indemnification and Limitation of Liability.** In addition to the obligations set forth in the Engagement Letter provision entitled "Third Party Claims", the Company agrees to indemnify, hold harmless and defend EFPRS and its members, partners, employees and agents (collectively, the "EFPRS Group") from and against any and all claims, liabilities or expenses relating to the Services (collectively, the "Claims") in contract, statute or tort. You agree that the EFPRS Group shall not be liable to you for any Claims in contract, statute or tort for an aggregate amount in excess of the fees paid by you to EFPRS pursuant to this Agreement, except to the extent finally judicially determined to have resulted from the gross negligence or intentional misconduct of any member of the EFPRS Group. In no event shall the EFPRS Group be liable for consequential, special, indirect, incidental, punitive or exemplary losses or damages relating to this Agreement. You further agree to release, hold harmless and indemnify any and all members of the EFPRS Group from any liability and costs relating to our Services under this Agreement attributable to any misrepresentations by you. These indemnification, hold harmless and limitation on liability provisions shall apply to the fullest extent of the law, whether in contract, statute, tort or otherwise.
3. **Third Parties and Internal Use.** Except as otherwise agreed, all Services hereunder shall be solely for your internal purposes and use, and this engagement does not create privity between EFPRS and any person or party other than you ("Third Party"). This engagement is not intended for the express or implied benefit of any Third Party. No Third Party is entitled to rely, in any manner or for any purpose, on the advice, opinions, reports or other Services of EFPRS. You are, however, authorized to disclose any and all aspects of our advice, opinions, reports or other Services to any persons without limitation. Since our advice, opinions, reports or other Services are solely for your benefit and are not to be relied upon by others, you must inform anyone to whom you make disclosures that they may not rely upon our advice, opinions or reports without our written consent.
4. **Information and Data.** EFPRS shall be entitled to rely on and assume, without independent verification, that all representations, assumptions, information and data supplied by you and your representatives will be complete and accurate to the best of your knowledge. EFPRS may use information and data furnished by others; however, EFPRS shall not be responsible for, and EFPRS shall provide no assurance regarding, the accuracy or completeness of any such information or data. Except as specifically provided, EFPRS shall not assume any responsibility for any financial reporting with respect to the Services provided hereunder. You shall be responsible for all financial information and statements provided with respect to any Services performed hereunder. EFPRS shall have no responsibility to address any legal matters or questions of law or for identifying any errors, fraud or other illegal acts that may exist. The services we provide will be provided in full reliance upon data and information provided by the Company or other sources.
5. **Advice and Services.** The Company shall not rely on any EFPRS draft advice, opinions, information, reports and other communication ("Advice"), and the Company acknowledges that EFPRS is not required to update final Advice following EFPRS's delivery of such final Advice to the Company. The Services provided to the Company by EFPRS may be performed by an owner of the firm who is not licensed as a certified public accountant. EFPRS's Services will not involve conducting a review to detect fraud or illegal acts. EFPRS will not render an assurance report or assurance opinion. In addition, EFPRS's Services will not constitute an audit, review, examination, or other form of attestation.
6. **Power and Authority.** Each of the parties hereto has all requisite power and authority to execute and deliver this Agreement and to carry out and perform its respective obligations hereunder. This Agreement constitutes the legal, valid and binding obligations of each party, enforceable against such party in accordance with its terms.
7. **Personnel Solicitation.** Professional and certain regulatory standards require us to be independent, in both fact and appearance, with respect to your Company in the performance of our Services. Any discussions that you have with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.
8. **Email Communication.** In connection with this engagement, we may communicate with you or others via email. As emails can be intercepted, disclosed, used, and/or otherwise communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed, we cannot ensure that emails from us will be properly delivered and read only by the addressee. Therefore, we disclaim and waive any liability for interception or

unintentional disclosure of email transmissions, or for the unauthorized use or failed delivery of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage arising from the use of email, including any punitive, consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure of confidential information.

9. Professional Standards. All services provided by EFPRS are done so in accordance with all applicable professional standards.
10. Electronic Transmission. This Agreement may be transmitted in electronic format and shall not be denied legal effect solely because it was formed or transmitted, in whole or in part, by electronic record; however, this Agreement must then remain capable of being retained and accurately reproduced, from time to time, by electronic record by the parties to this Agreement and all other persons or entities required by law. An electronically transmitted signature to this Agreement will be deemed an acceptable original for purposes of consummating this Agreement and binding the party providing such electronic signature.
11. Severability. If any portion of this Agreement, including without limitation any portion of this Agreement addressing dispute resolution, indemnification or limitation of liability, is held to be void, invalid or otherwise unenforceable in whole or in part, for any reason whatsoever, such portion of the Agreement shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of this Agreement shall remain in full force and effect.
12. Independent Contractor. EPPRS and you acknowledge that the relationship between the parties to this Agreement are exclusively that of an independent contractor and that EFPRS's obligations to you are exclusively contractual in nature. This Agreement does not create an agency, employment, partnership joint venture, trust or other fiduciary relationship between the parties. Neither party shall have the right to bind the other to any Third Party nor otherwise to act in any way as a representative or agent of the other except as otherwise agreed in writing between the parties.
13. Jurisdiction and Venue. This Agreement shall be governed by the laws of the State of New York and any actions or proceedings arising herefrom shall be venued in a court of competent jurisdiction in Monroe County, New York or in the United States District Court for the Western District of New York, located in Rochester, New York.
14. Notices. Any notice or other communication which is required to be given under the terms of this Agreement shall be in writing and shall be delivered personally, or sent by registered mail, or by certified mail return receipt requested. Any notice which is mailed shall be deemed to have been given on the second business day after the day of mailing (not counting the day mailed), irrespective of the date of receipt. Notices may be signed and given by the attorney for the party sending the notice. A new address may be designated by notice.

If to EFPRS:

EFPR Solutions, LLC
Attn: Justin Sansone
280 Kenneth Drive, Ste. 100
Rochester, NY 14623

If to Town:

Town of Canandaigua
Attn: Gregory Westbrook
5440 State Route 5 & 20
Canandaigua, NY 14424

15. Legal Counsel. Both parties acknowledge and agree that they participated equally in the review and negotiation of this Agreement and that both parties had the opportunity to seek legal counsel and review of this Agreement and the party's obligations hereunder. Therefore, if there is any dispute over any term of this Agreement, there shall be no presumption in favor of or against either party as the drafter.
16. Entire Agreement. The Engagement Letter and this Attachment "A" between EFPRS and the Company set forth the entire agreement between the parties with respect to the subject matter herein, superseding all prior agreements, negotiations or understandings, whether oral or written, with respect to such subject matter. However, to the extent that any of the provisions of the Engagement Letter conflict with this Attachment "A", this Attachment "A" will control. This Agreement may not be changed, modified or waived in whole or part except by an instrument in writing signed by both parties.

ATTACHMENT 8

RETAINER AGREEMENT

1. **IDENTIFICATION OF PARTIES.** This agreement, effective on January 1, 2018, is made between LAW OFFICES OF REEVE BROWN PLLC, hereafter referred to as "Law Firm," and the TOWN OF CANANDAIGUA, hereafter referred to as the "Town."

2. **LEGAL SERVICES TO BE PROVIDED.** The legal services to be provided by Law Firm are as follows:
 - a. **Planning Board Services.** Law Firm shall serve as Attorney for the Planning Board of the Town of Canandaigua. Law Firm will provide legal advice and counsel to the Planning Board, and shall represent the Planning Board in any litigation to which it is a party.

 - b. **Zoning Board Services.** Law Firm shall serve as Attorney for the Zoning Board of Appeals of the Town of Canandaigua. Law Firm will provide legal advice and counsel to the Zoning Board of Appeals, and shall represent the Zoning Board of Appeals in any litigation to which it is a party.

 - c. **Development Office Services.** Law Firm shall serve as Attorney for the Development Office of the Town of Canandaigua. Law Firm will provide legal advice and counsel to the Development Office staff, and shall prosecute Zoning Violations as directed by the Code Enforcement Officer or the Zoning Officer. Law Firm will draft local laws for changes to the Canandaigua Town Code.

 - d. **Municipal Counsel.** Law Firm shall serve as an attorney for the Town of Canandaigua, and shall provide general legal counsel services to the Town of Canandaigua as directed by the Town Board or the Town Manager, and shall serve as Interim Town Attorney from January 1, 2018 until such time as the Town Board appoints a permanent Town Attorney.

3. **FEES, COSTS, & EXPENSES.**
 - a. **Hourly Rate.** Unless otherwise agreed, Law Firm will bill the Town for legal services at a rate of \$130.00 per hour except for legal services rendered in connection with litigation, which will be billed at a rate of \$150.00 per hour.

 - b. **Costs & Expenses.** The Town agrees to pay all costs and expenses in connection with Law Firm's representation under this Agreement. Costs include, but are not limited to, court filing fees, deposition costs, expert fees and expenses, investigation costs, long-distance telephone charges,

messenger service fees, photocopying expenses, printing fees, and process server fees.

4. **TERM.** This Agreement shall remain in effect for a term of 12 consecutive months commencing on January 1, 2018 and ending on December 31, 2018.
5. **TERMINATION.** The Town or Law Firm may terminate this Agreement at any time on 60 days written notice, in which case Law Firm's services under this Agreement will cease effective as of the 60th day after receipt of such notice. Any such notice shall be delivered by certified mail at the addresses listed below.
6. **NO GUARANTEE.** Client acknowledges that Law Firm has not promised any specific result in this matter, and understands that there are no guarantees of a successful disposition of Client's case(s).
7. **ARBITRATION.** Any dispute over legal fees shall be resolved with arbitration pursuant to Part 137 of the Rules of the Chief Administrator of Courts.

The foregoing is agreed to by:

TOWN OF CANANDAIGUA

REEVE BROWN PLLC

Supervisor Greg Westbrook
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

Christian M. Nadler, Esq.
3380 Monroe Avenue Suite 200
Rochester, NY 14618
Phone # 585-310-1608

Date: __/__/__

Date: __/__/__

ATTACHMENT 9

REQUEST FOR BUDGET TRANSFER

Date: January 3, 2018

Department: Highway

Requested By: Jim Fletcher, Highway Superintendent

Please provide a detailed explanation outlining the reason for this request:

Hired Office Specialist I in place of Account Clerk position.

Fund /Type	Account Description	From Line	Amount	To Line	Amount
General/Expense	Account Clerk to Office Specialist I	A.5010.130	\$31,200.00	A.5010.132	\$31,200.00
		<i>Jim Fletcher</i>			

Approved By:

_____ Bookkeeper: Date & Signature: 1/3/18 *[Signature]*

_____ Budget Officer: Date & Signature: 1/3/18 *[Signature]*

_____ Town Board: Date & Resolution #: _____

Transfer Completed By:

_____ Bookkeeper _____ Date

ATTACHMENT 10

**AGREEMENT
DOG CONTROL SERVICES
YEAR 2018**

PARTIES:

County of Ontario, a municipal corporation of the State of New York, having its principal offices at 20 Ontario Street, Canandaigua, New York 14424 (hereinafter referred to as the "County").

The Town of Canandaigua, a municipal corporation of the State of New York and having its principal office at 5440 Routes 5 & 20 West, Canandaigua, NY 14424 (hereinafter referred to as the "Town").

RECITALS:

This Agreement contemplates the subcontracting of dog control services to be provided by the County to the Ontario County Humane Society, Inc., a duly incorporated society for the prevention of cruelty to animals. Officers, agents and employees of said society shall furnish those services described hereunder, and shall operate the Happy Tails Animal Shelter, which is intended to serve as the shelter under this Agreement. Similarly, the parties recognize that this Agreement constitutes part of an innovative approach to dog control by municipalities of the County, and may therefore necessitate future discussion and modification by mutual consent.

SERVICES:

The parties agree that in consideration of payment made by the Town, the County will provide the following services commencing on January 1, 2018 and continuing through the term of this Agreement:

ADMINISTRATIVE SERVICES: The County or contractor of the County will maintain complete records of seizures, subsequent dispositions and all other contract or business related files as required by law.

DOG CONTROL SERVICES: A duly appointed employee(s) or contractor of the County will perform the duties of dog control officer for the Town, as those duties are defined in Article 7 of the Agriculture and Markets Law, including routine enforcement of licensing requirements, which enforcement shall commence after a minimum of two (2) official notifications by the Town to the dog owner or harbinger, and upon similar notice by the Town to the county or its designee. In the case where a village employs its own dog control officer the village dog control officer is to be initially contacted to enforce village dog owner licensing requirements, in order to maximize response capability and minimize expense. Additionally, the County or contractor of the County shall provide enforcement of the provisions of the attached ordinance (Schedule "A"), if such provisions are included in an ordinance adopted by the Town. However, the County or contractor of the County shall not be required to pursue appearance tickets or dangerous dog complaints through trial.

SHELTER SERVICES: The County or contractor of the County will provide an enclosed shelter for seized dogs, will properly care for all dogs in such shelter, and will humanely euthanize or make available for adoption seized dogs not redeemed. The shelter shall be open to the public at reasonable hours determined by the County or its contractor.

AUTHORIZATION:

In performance of the services specified in this agreement, the officers, agents and employees of the County shall be deemed agents of the Town for the purposes of 1) enforcement, including the issuance of appearance tickets, of the Agriculture and Markets Law and of the Town's Dog Control Ordinance, if adopted by Town; 2) the seizure of animals within the Town pursuant to said statutes; 3) the care and disposition of animals seized pursuant to said statutes; and 4) the receipt and disposition of impoundment and boarding fees collected at the shelter.

ENUMERATION:

The Town shall perform regularly scheduled enumeration surveys for the purpose of ascertaining the total dog population within the Town, which shall include all dogs, whether identified and/or licensed pursuant to the Agriculture and Markets Law, or not. Said enumeration surveys shall be performed at the sole expense and liability of the Town, and shall result in sworn certifications from those Town officers, employees and agents involved in the survey, attesting to the truth and accuracy of the population figures so certified. The enumeration survey findings, including certifications, shall be filed timely with the County Administrator.

In the event that the Town fails to timely perform and file the herein described enumeration survey, the Town shall be liable for and shall pay to the County, the sum of ten (\$10.00) dollars per day for each day from the filing deadline set forth herein to the date of actual filing. The County Administrator, in his/her sole discretion, may waive said payment for good cause shown as provided by the Town.

Pursuant to Resolution 235-96 adopted April 18, 1996 by the Ontario County Board of Supervisors, expressly amending the enumeration and payment sections (only) of the 1996 agreement, enumeration surveys shall be performed by the Town according to the terms provided therein.

PAYMENT:

For the above services performed during the period of this agreement, the County will bill the Town, and the Town will pay the County, the sum of \$ 22,422. The County will bill the Town not later than January 31, 2018 and payment by the Town to the County will be due on or before the last day of the next month after such bill is submitted.

Said rate may be modified by the County depending upon changes in State or Local service requirements, the number of dogs enumerated, and in the number of municipalities participating, provided that the rate charged per dog remains equal for all participating municipalities during the year of agreement.

TERM OF AGREEMENT:

The term of this Agreement shall commence on January 1, 2018, and shall terminate on December 31, 2018.

NOTICES:

All notices of any nature referred to in this Agreement shall be in writing and sent by registered or certified mail postage pre-paid, to the respective addresses set forth below or to such other addresses as the respective parties hereto may designate in writing:

To the County:

Ontario County Board of Supervisors
Ontario County Municipal Building
20 Ontario Street
Canandaigua, New York 14424

with a copy to:

Mary A. Krause, County Administrator
Ontario County Municipal Building
20 Ontario Street
Canandaigua, New York 14424

To the Town:

Town Clerk
The Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, NY 14424

ENTIRE AGREEMENT:

This Agreement and its attachments constitute the entire Agreement between the parties with respect to the subject matter hereof, and shall supersede all previous negotiations, commitments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.

EXECUTION:

This Agreement shall not be enforceable until signed by all parties and approved by the Office of the County Attorney.

LAW GOVERNING:

This Agreement shall be construed and enforced in accordance with the laws of the State of New York.

IN WITNESS WHEREOF, The County and the Town have executed this Agreement in duplicate.

THE COUNTY OF ONTARIO

By _____
Mary A. Krause
Ontario County Administrator

THE TOWN OF CANANDAIGUA:

By _____

Authorized by the Board of Supervisors of the County of Ontario
on day of , 20____.

Approved as to form and
manner of execution:

MUNICIPAL ACKNOWLEDGEMENT

STATE OF NEW YORK)
COUNTY OF ONTARIO) ss.:

On this _____ day of _____, 20____, before me personally came
_____, to me known, who, being by me duly sworn, did
depose and say that he resides at _____, that he is the
_____ of _____
municipal corporation described in and which executed the above instrument; that he knows the seal of said
municipal corporation; that the seal affixed to said instrument is such municipal corporate seal that it was
so affixed by Act of the governing body of said municipal corporation, that he signed his name thereto by
like Act.

Notary Public _____ County

SCHEDULE "A"
DOG CONTROL ORDINANCE

Section 1: TITLE

This ordinance shall be known and may be cited as the Dog Control Ordinance of the Municipality.

Section 2: PURPOSE

The purpose of this ordinance shall be to preserve the public peace and good order in the Municipality and to contribute to the public welfare, safety and good order of its people by enforcing certain restrictions on the activities of dogs, consistent with the rights and privileges of the owners of dogs and of the other citizens of the Municipality.

Section 3: DEFINITIONS

- A. At large: Any dog shall be deemed to be at large if not accompanied by a person who
1. Is in full control of the dog, or
 2. Is providing restraint of the dog by secure leash or lead, or
 3. Has confined the dog to an enclosure, such as a cage or motor vehicle, in such a manner that the dog may not roam freely upon public lands elsewhere than on the premises of the owner or on the premises of another responsible person who has knowledge of the dog's presence and who assents thereto.
- B. Dog: Any member of the species *canis familiaris*.
- C. Owner: Any person who owns, keeps, harbors or has the care, custody or control of a dog. Dogs owned by minors under eighteen years of age shall be deemed to be in the custody and control of parents or other heads of the households where the minors reside. Any person harboring a dog for a period of one week prior to the filing of any complaint charging a violation of this ordinance shall be deemed to be the owner of the dog for the purposes of this ordinance.

Section 4: RESTRICTIONS

- A. No person shall permit a dog to be at large within the limits of the Municipality.
- B. No dog shall be at large within the limits of the Municipality.
- C. Every female dog in heat shall be confined in a building or secure enclosure in such a manner that such female dog cannot come into contact with another animal except for planned breeding.

Section 5: ENFORCEMENT

- A. Enforcement officers: The provisions of this ordinance may be enforced by any person, municipality, or organization for the prevention of cruelty to animals, appointed by law or pursuant to contract with the Municipality.
- B. Appearance tickets and process: Any person or entity authorized to enforce this ordinance may issue appearance tickets therefore, pursuant to the Criminal Procedure Law, may issue said tickets for any violation of Article 7 of the Agriculture and Markets Law of the State of New York, and is hereby authorized to serve any process relating to any proceeding, whether civil or criminal in nature, in accordance with the provisions of this ordinance. In the event an appearance ticket is unanswered, the Justice Court shall permit filing of information from the appropriate enforcement person and issue a warrant of arrest for the alleged violator.
- C. Seizure: Any dog found to be at large in the Municipality shall be seized, and properly fed and cared for, until redeemed or disposed of in accordance with the provisions of the Agriculture and Markets Law. Each such dog shall be held for a period of five to nine days, in accordance with the provisions of Section 118 of the Agriculture and Markets Law. Upon presentation of a valid license, and upon payment of the impoundment fees established by the aforesaid section, an owner may redeem such dog. In the event a dog is not redeemed within the statutory time period, an owner forfeits title to said dog, which shall then be made available for adoption or euthanized in accordance with law. The seizure of any dog shall not relieve any person of prosecution for violation of this ordinance.
- D. Commencement of proceedings: Any person found to have permitted any dog to be at large in the Municipality shall be issued an appearance ticket for violation of this ordinance, and shall be prosecuted in the manner herein provided.
- E. Prosecution of Violations: Pursuant to the Penal Law of the State of New York, a violation of this ordinance shall be punishable by a fine of not more than twenty-five dollars, except that 1) where the person was found to have violated this ordinance or Article 7 of the Agriculture and Markets Law within the preceding five years, the fine may be not more than fifty dollars, and 2) where the person was found to have committed two or more such violations within the preceding five years, it shall be punishable by a fine of not more than one hundred dollars or imprisonment for not more than fifteen days, or both.

Section 6: SEVERABILITY

If any part of this ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

Section 7: EFFECTIVE DATE

This ordinance shall take effect _____, or thirty days after the adoption thereof, whichever last occurs.

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor Gallahan offered the following resolution and moved its adoption:

RESOLUTION NO. 684 - 2017

AUTHORIZING AGREEMENTS 2018 DOG CONTROL AND RELATED SERVICES BETWEEN ONTARIO COUNTY AND ONTARIO COUNTY HUMANE SOCIETY, INC. AND BETWEEN ONTARIO COUNTY AND PARTICIPATING MUNICIPALITIES

WHEREAS, The County of Ontario (the "County"), by contracting with the Ontario County Humane Society, Inc. ("OCHS"), makes services (the "Services") for County Animal Care Facility occupation, operation and management, dog control officer services and dog control ordinance enforcement available to participating municipalities in the County, with the current agreement with OCHS for the Services due to expire December 31, 2017; and

WHEREAS, The County wishes to continue contracting with OCHS for Services in year 2018; and

WHEREAS, The County wishes to continue contracting with cities and towns within the County who desire OCHS dog control ordinance enforcement services in year 2018; and

WHEREAS, The Governmental Operations and Insurance Committee recommends that the County contract with OCHS for the Services; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Board of Supervisors authorizes a contract with municipalities within the County to provide dog control services during the year 2018, at the rate of \$11.50 per dog based on methodology approved by the Governmental Operations and Insurance Committee on file with the Clerk of this Board; and further

RESOLVED, That the County Administrator is hereby authorized to execute such agreements, and any other documents necessary to effectuate the purpose of this resolution, with the municipalities for dog control services; and further

RESOLVED, That upon review and approval of the County Attorney, the Board of Supervisors authorizes a contract with OCHS to provide the Services for a term of January 1, 2018 through December 31, 2018, and at an amount not to exceed \$273,209, paid in quarterly increments consisting of three (3) payments of \$68,302, and one (1) payment of \$68,303; and further

RESOLVED, That the County Administrator is hereby authorized to execute the aforesaid agreement with OCHS and any other documents necessary to effectuate the purpose of this resolution; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Administrator, the Ontario County Humane Society, Inc., and the participating municipalities.



STATE OF NEW YORK)
County of Ontario)

I do hereby certify that I have compared the preceding with the original thereof, on file in the Office of the Clerk of the Board of Supervisors at Canandaigua, New York, and that the same is a correct transcript therefrom and of the whole of said original; and that said original was duly adopted at a meeting of the Board of Supervisors of Ontario County held at Canandaigua, New York, on December 7, 2017.

Given under my hand and official seal December 8, 2017.

Karen R. DeMay
Karen R. DeMay, Clerk of the Board of Supervisors of Ontario County, NY

Jean Chrisman

From: Mueller, Kristin A [Kristin.Mueller@co.ontario.ny.us]
Sent: Tuesday, December 12, 2017 11:34 AM
To: Young, Brian H; William McGuigan - Ontario County Humane Society (wdmcguigan99@hotmail.com); Darby Perrotte; Ellen Schaefer (townclerk@canadice.org); Jean Chrisman (jchrisman@townofcanandaigua.org); JoAnn Henry; Judy Voss; Karen Bodine; Linda Grace (tcrich2@gmail.com); Linda Nieskes (tclerk@phelpsny.com); Lorrie Naegele (townclerk@townofgeneva.com); Margaret Gochenaur (mgochenaur@frontier.com); Mary Ann Trickey; Mary Grundman (mgrundman@townofwestbloomfield.org); Michelle Finley (townclerk@townoffarmingtonny.com); naples1@empireaccess.net; Sharon Miller (clerkbr@frontier.com); Teresa Quartaro (townclerk@townofseneca.com)
Subject: BOS Dog Control Resolution
Attachments: Res. No. 684-2017 - GOI - Agreements for 2018 Dog Control and Related Services.pdf

Attached please find your approved resolution from last Thursday's Board meeting.

Thanks,

Kristin A. Mueller^{CMC}
Deputy Clerk to the Board
Ontario County Board of Supervisors
20 Ontario Street
Canandaigua, NY 14424

kristin.mueller@co.ontario.ny.us
585-396-4448

"This message may contain confidential, sensitive and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited."

ATTACHMENT 11

Bobcat of the Finger Lakes
7216 Palmyra Rd
Fairport NY 14450
Phone: (585) 223-4056
Fax: (585) 425-7644

Quotation Number: 23747D024464
Date: 2017-09-05 11:50:06

NYS CONTRACT #PC67141
Award PGB #22792
Group 40625, Heavy Equipment

Ship to	Bobcat Specialist
Town of Canandaigua Attn: Jim Fletcher 5440 Rte 5&20 West Canandaigua, NY 14424 Phone: (585) 394-1120	Rich Vallee Phone: 585-223-4056 Fax: 585-425-7644 Cellular: 585-857-3360 E Mail: Rich@djmequipment.com

Description	Part No	Qty	Price Ea.	Total
T650 T4 Bobcat Compact Track Loader	M0271	1	\$41,606.60	\$41,606.60
74 HP Tier 4 Turbo Diesel Engine	Lift Path: Vertical			
Auxiliary Hydraulics: Variable Flow	Lights, Front & Rear			
Backup Alarm	Operator Cab			
Bob-Tach	<ul style="list-style-type: none"> Includes: Adjustable Suspension Seat, Top & Rear Windows, Seat Bar, Seat Belt Roll Over Protective Structure Falling Object Protective Structure Parking Brake: Spring Applied, Pressure Released (SAPR) 			
Bobcat Interlock Control System (BICS)	Solid Mounted Carriage with 4 Rollers			
Controls: Bobcat Standard	Spark Arrestor Exhaust System			
Cylinder Cushioning - Lift, Tilt	Tracks: Rubber, 12.6" wide			
Engine/Hydraulic Systems Shutdown	Warranty: 12 Months, Unlimited Hours			
Glow Plugs (Automatically Activated)				
Horn				
Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Lights				
Lift Arm Support				
A91 Option Package	M0271-P01-A91	1	\$7,095.90	\$7,095.90
Cab enclosure with Heat and AC	Deluxe Instrument Panel			
High Flow Hydraulics	Keyless Start			
Sound Reduction	Attachment Control Kit			
Hydraulic Bucket Positioning	Cab Accessories Package			
Power Bob-Tach	3-Point Seat Belt			
Two Speed Travel				
Selectable Joystick Controls (SJC)	M0271-R01-C04	1	\$1,235.50	\$1,235.50
17.7" Rubber Track	M0271-R09-C02	1	\$1,045.80	\$1,045.80
Roller Suspension Carriage	M0271-R21-C13	1	\$1,146.60	\$1,146.60
Radio	M0271-R26-C02	1	\$291.90	\$291.90
Total of Items Quoted				\$52,422.30
Trade-in 2015 T650 A91 RS Wide Track SJC 230 hrs				(\$46,522.30)
Quote Total - US dollars				\$5,900.00

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:	Purchase Order: _____
Authorized Signature:	
Print: _____	Sign: _____ Date: _____

ATTACHMENT 12

Bobcat of the Finger Lakes
 7216 Palmyra Rd
 Fairport NY 14450
 Phone: (585) 223-4056
 Fax: (585) 425-7644

Quotation Number: 23747D024468

Date: 2017-09-06 12:10:07

Ship to	Bobcat Specialist
Town of Canandaigua Attn: Jim Fletcher 5440 Rte 5&20 West Canandaigua, NY 14424 Phone: (585) 394-1120	Rich Vallee Phone: 585-223-4056 Fax: 585-425-7644 Cellular: 585-857-3360 E Mail: Rich@djmequipment.com

Description	Part No	Qty	Price Ea.	Total
E55 T4 Bobcat Compact Excavator	M3221	1	\$52,981.60	\$52,981.60
49.8 HP Tier 4 Auto Idle Auto-Shift Auxiliary Hydraulics, Selectable Flow with Boom Mounted Flush Face Quick Couplers Cab Forward Standard Display Canopy <ul style="list-style-type: none"> Includes: Cup Holder, Retractable Seat Belt, Suspension Seat with High Back Roll Over Protective Structure (ROPS)- Meets Requirements of ISO 12117-2: 2008 Tip Over Protective Structure (TOPS) - Meets Requirements of ISO 12117: 2000 Control Console Locks Control Pattern Selector Valve (ISO/STD) Dozer Blade with Float	Engine/Hydraulic Monitor with Shutdown Fingertip Auxiliary Hydraulic Control Fingertip Boom Swing Control Horn Hydraulic Joystick Controls Rubber Track Two-Speed Travel (with Auto-Shift) Vandalism Protection Warranty: 12 Months, Unlimited Hours Work Lights X-Change (Attachment Mounting System)			
A91 Option Package Hydraulic X-Change Hydraulic Clamp (Class IV) Second Auxiliary Hydraulics	M3221-P01-A91	1	\$6,234.20	\$6,234.20
Hydraulic Angle Blade Keyless Ignition Travel Motion Alarm Cab Enclosure with Heat and Air Conditioning Deluxe Cloth Suspension Seat				
24" Base Class 4	M7022	1	\$0.00	\$0.00
--- 24" X-Change Severe Duty Trenching Bucket, Class 4	M7022-R01-C02	1	\$946.20	\$946.20
36" Base Class 4	M7020	1	\$0.00	\$0.00
--- 36" X-Change Std. Duty Trenching Bucket, Class 4 (Smooth Lip)	M7020-R01-C03	1	\$953.80	\$953.80
Total of Items Quoted				\$61,115.80
Dealer Assembly Charges				\$0.00
Trade-in 2017 E42				(\$44,500.00)
Quote Total - US dollars				\$16,615.80

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance: _____ **Purchase Order:** _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

ATTACHMENT 13



Kenworth Northeast Group, Inc. K855
25 Airline Drive

Town of Canandaigua
5440 Routes 5 & 20

Rochester, New York United States 14624
Phone: (585) 698-2940
Fax:
Email:

Canandaigua, New York United States 14424
Phone: (585) 703-2018
Fax:
Contact Email:
Prepared for:

Customer Quote

Equipment

Quantity Ordered:	1
Truck Price:	\$255,534
Dealer Options:	\$0
Equipment List Price:	\$255,534
Surcharges Not Subject to Discount:	\$0
Options Not Subject to Discount:	\$4,235
Factory Freight Cost:	\$2,225

2019 T800
chassis priced
using Onondaga
contract pricing

Total Equipment Price: \$261,994

NET Sale Price: \$139,380

Miscellaneous

FET Tire Credit:	\$0	
Net Chassis FET:		\$0
State Tax:		\$0
Body/Trailer/Accessories FET:		\$0
Fees:		\$0
Other:		\$0

Quotation Total: \$139,380

- Price includes 5yr/100k mile extended engine and after treatment warranty

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	1/2/2018 3:11:50 PM	Complete	Model Number:	T800 Series Conventional.
Effective Date:	Jul 1, 2017		Quote/DTPO/CO:	Q62985504
Prepared by:	Administrator		Version Number:	40.30



Kenworth Northeast Group, Inc. K855
25 Airline Drive

Town of Canandaigua
5440 Routes 5 & 20

Rochester, New York United States 14624
Phone: (585) 698-2940
Fax:
Email:

Canandaigua, New York United States 14424
Phone: (585) 703-2018
Fax:
Contact Email:
Prepared for:

Vehicle Summary

	Unit		Chassis	
Model:	T800 Series Conventional.	Fr Axle Load (lbs):		22000
Type:	FULL TRUCK	Rr Axle Load (lbs)		46000
Description:	T800	G.C.W. (lbs):		68000
	Application	Road Conditions:		
Intended Serv.:	Snowplow. Vehicles which are configured for	Class A (Highway)		87
Commodity:	Gravel/crushed rock/sand	Class B (Hwy/Mtn)		10
	Body	Class C (Off-Hwy)		03
Type:	End dump	Class D (Off-Road)		00
Length (ft):	14.0	Maximum Grade:		6
Height (ft):	13.5	Wheelbase (in):		213
Max Laden Weight (lbs):	4000	Overhang (in):		75
	Trailer	Fr Axle to BOC (in):		80
No. of Trailer Axles:	0	Cab to Axle (in):		133
Type:		Cab to EOF (in):		208
Length (ft):	0.0	Overall Comb. Length (in):		354
Height (ft):	0.0			
Kingpin Inset (in):	0			
Corner Radius (in):	0			
	Restrictions			
Length (ft):	120			
Width (in):	102			
Height (ft):	13.5			

Approved by: _____

Date: _____

Note: All sales are F.O.B. designated plant of manufacture.

	Ask your dealer for a quote today, or visit our website @ www.paccarfinancial.com .
	PACCAR Financial offers innovative finance, lease and insurance programs customized to meet your needs.

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/2/2018 3:12:12 PM
Effective Date: Jul 1, 2017
Prepared by: Administrator

Complete

Model Number: T800 Series Conventional.
Quote/DTPO/CO: Q62985504
Version Number: 40.30



Kenworth Northeast Group, Inc. K855
25 Airline Drive

Town of Canandaigua
5440 Routes 5 & 20

Rochester, New York United States 14624
Phone: (585) 698-2940
Fax:
Email:

Canandaigua, New York United States 14424
Phone: (585) 703-2018
Fax:
Contact Email:
Prepared for:

Data	Code	Description	Weight
Model			
0000800	O	T800 Series Conventional. Elastomer bushed front spring pins & heavy-duty shock absorber brackets, 16mm. fasteners from rear cab support to end-of-frame, except tractor taper crossmember. Vinyl inside sunvisors, driver side includes strap & mirror, rider side includes strap; Under-dash center console w/ 2 cup holders, 2-12V outlets & a storage compartment, Glove box door with locking latch.	15,145
0070066	O	T800: Sloped Hood.	0
0072000	O	Chassis operation will not include a stationary application. Stationary operation is defined as running the engine under load while stationary at a substantial fraction of engine gross horsepower (60% or greater) for an extended period of time (longer than 5 - 10 minutes).	0
0080066	O	CARB Idle Emissions Reduction - MX	0
0090000	O	Non-Sleeper w/rear axle capacity less than 59K.	0
0091042	O	Gravel/crushed rock/sand	0
0093025	O	Snowplow. Vehicles which are configured for mounting a snowplow to the front. May also have dump or other body. Typically includes some operation off of paved roads. Road usage: majority of Class A & B, do not code for Class D.	0
0095010	O	End dump	0
0098025	O	U.S. Domestic Registry, 50-State	0

Engine & Equipment

0700701	O	PACCAR MX-13 510 2017 510@1600 1850@1000 with engine brake N08000 N219 0...Offset mode N08030 N224 2...Maximum Vehicle Speed Bonus N08040 N227 -2...Maximum Vehicle Speed Penalty N08190 N246 4...Minimum Vehicle Speed for DSA Activation N08200 N247 1...Lowest Gear that DSA will be active N08210 N248 18...Highest Gear that DSA will be active N09020 N170 155...Standard Maximum Speed Limit [LSL] N09030 N169 0...VSL Expiration Distance N09040 N162 65...Maximum Accelerator Pedal Vehicle Speed N09060 N163 0...Maximum Cycle Distance N09070 N052 650...Engine Idle Speed N09100 N015 NO...Auto Retard Vehicle Speed Offset	0
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Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	1/2/2018 3:12:12 PM	Complete	Model Number:	T800 Series Conventional.
Effective Date:	Jul 1, 2017		Quote/DTPO/CO:	Q62985504
Prepared by:	Administrator		Version Number:	40.30

Data	Code	Description	Weight
	N09110 N019	0....Delay in Engine Brake Activation w/ Brake Pedal Depressed	
	N09120 N014	2....Auto Retard Vehicle Speed Offset	
	N09130 N013	4....Downhill Speed Limiter Vehicle Speed Offset	
	N09140 N006	65...Max Cruise Speed	
	N09150 N001	16...Minimum Speed to Turn Cruise Control Off	
	N09160 N003	19...Minimum Cruise Control Speed	
	N09170 N002	19...Min Speed to Automatically Turn Cruise Control On	
	N09200 N039	OFF..Allow Multi-Torque Only When Cruise is Active	
	N09210 N193	0....EIST Expiration Distance	
	N09220 N188	5....Timer Setting Non-PTO Mode w/o Park Brake Set	
	N09230 N187	5....Timer Setting Non-PTO Mode w/ Park Brake Set	
	N09250 N190	YES..Reset EIST Timer Based on Engine Load	
	N09260 N191	NO...Override EIST Timer Based on Engine Load - No Shutdown	
	N09280 N186	5....Timer Setting When in PTO Mode	
	N09290 N200	YES..Allow EIST Timer Overrides in PTO Mode	
	N09300 N185	40...Low Ambient Temperature Override	
	N09310 N184	80...High Ambient Temperature Override	
	N09350 N197	YES..Enable Accelerator Pedal Reset	
	N09360 N199	YES..Enable Clutch Pedal Reset	
	N09370 N198	YES..Enable Service Brake Reset	
	N09380 N071	ON...FIC Enable/Disable	
	N09390 N072	1900.Maximum Fast Idle Control Engine Speed	
	N09440 N080	1....PTO Vehicle Speed Limit	
	N09450 N078	OFF..PTO Mode Disabled w/ Clutch Pedal Depressed	
	N09460 N101	ON...PTO Mode Disabled w/ Service Brake Depressed	
	N09470 N079	OFF..PTO Mode Enable Only w/ Parking Brake Set	
	N09480 N089	OFF..PTO Mode Enable Only w/ Transmission Neutral	
	N09500 N076	2000.Max Accelerator Controlled Eng Spd During PTO Operation	
	N09510 N307	OFF..Cab Accelerator Active in Remote PTO Mode	
	N09530 N110	0....Enable Set Point w/ Sel/Accel Switch Bump	
	N09540 N087	780..RPM Set Point	
	N09550 N086	2000.Maximum Engine Speed During PTO Operation	
	N09600 N106	650..Minimum Engine Speed During PTO Operation	
	N09640 N173	0....Reserve Speed Offset	
	N09840 N179	YES..Enable Park Brake Reset	
	N09880 N164	252..Reserve Speed Function Reset Distance	
	N09900 N182	30...Coolant Temperature Override	
	N09920 N073	0....Cab Accel Pedal Type in PTO Mode	
1000153	O	Prospector Version 41.0 Replaces 40.3	0
1000202	O	Engine monitoring protection -Warning- PACCAR MX engine parameter.	0
1000243	O	Gearing Analysis: Performance power before economy results.	0
1000248	O	Customer's Typical Operating Spd: 55 MPH.	0

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	1/2/2018 3:12:12 PM	Complete	Model Number:	T800 Series Conventional.
Effective Date:	Jul 1, 2017		Quote/DTPO/CO:	Q62985504
Prepared by:	Administrator		Version Number:	40.30

Data	Code	Description	Weight
1000282	O	MX Retarder State Cruise Control On Manual Mode Selecting this code will program the engine controller to make manual mode available when cruise control is on, but not set, and the engine brake switch is on. Manual mode means the engine retarder activates whenever the throttle pedal is not depressed. 2013+	0
1000285	O	Enable MX Retarder Auto-Retard Selecting this code will program the engine to utilize the auto retard mode whenever cruise control speed has been set and the engine brake switch is on. The auto-retard mode will control the vehicle speed to an offset from the cruise control set speed via the engine retarder. The offset speed shall be dependent upon customer inputs via the electronic programming work screen. 2013+	0
1000292	O	MX Parameter: PTO SPD CTRL - Mobile Cab Station Switches and Accelerator.	0
1000684	O	Effective VSL Setting NA	0
1000858	O	Engine Idle Shutdown Timer Disabled	0
1000859	O	Enable EIST Ambient Temp Ovrerule	0
1000891	O	Eff EIST NA Expiration Miles Use only with MX and Cummins engines	0
1006003	S	Air Compressor: WABCO 25.9 CFM PACCAR MX 2017 440cc Air Compressor	0
1051086	S	Air cleaner: Powercore engine mount 10 in. w/constant torque SS clamps, pop-up air restriction indicator. Holds 10% more fine dust than 2500. Pop-up indicator is standard.	0
1105210	O	Fan hub: Horton 2-Speed for PACCAR MX	0
1125640	S	Cooling module: T8SH/T8B/W9S 1440 square inches. Includes aluminum radiator core, aluminum charge air cooler, translucent surge tank and washer bottle, silicone hoses, and extended life coolant. Drain valve is not available w/Allison transmissions.	0
1160205	O	Bug screen: Front of grille on C500 ,T800, T880, and W900. Behind grille on T660, T680, and T300 (Medium Duty).	2
1247166	S	Exhaust: 2017 EPA RH Under DPF/SCR w/ RH side of vertical cab tailpipe w/ daycabs, extended daycabs, or modular sleepers.	0
1290136	O	Tailpipe: 5 in. single 36 in. 45 degree curved.	0
1321109	O	Fuel Filter:PACCAR Standard Service Interval Fuel/Water Separator. 2017 Emissions	0
1321205	O	Run Aid:Fuel Heat *For Fuel Filter	0
1321305	O	Start Aid:12V Heat *For Fuel Filter	1
1504005	O	Immersion block heater 120V 1500W w/plug under door on C500, T660, T800 & W900.	2
1816260	S	Alternator: PACCAR 160 amp, brush type	0

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Printed:	1/2/2018 3:12:12 PM	Complete	Model Number:	T800 Series Conventional.
Effective Date:	Jul 1, 2017		Quote/DTPO/CO:	Q62985504
Prepared by:	Administrator		Version Number:	40.30

Data	Code	Description	Weight
1821210	S	Batteries: 3 PACCAR GP31 threaded post (700-730) 2100-2190 CCA dual purpose.	0
1836100	S	Starter: PACCAR 12 volt electrical system. W/ centralized power distribution incorporating plug-in style relays. Circuit protection for serviceability, 12-volt light system w/circuit protection circuits number & color coded.	0
1900084	S	Multi-function engine connector for body builder interface PACCAR MX engine only. T680/T880: This feature is standard, no code required.	0
1900086	O	Connection between PTO switch & engine requires code 1900082 or 1900084. T680/T880: This feature is standard, no code required.	0
1900976	O	Body Builder Control Harness coiled EOF for customer installed remote throttle and remote PTO controls. Harness includes Remote PTO control and Remote Throttle controls. T680/T880 models do not require 12-way engine connector sales codes. All other models require (1900082 or 1900084).	2

Transmission & Clutch

2016158	O	Transmission: Allison 4500RDS 6-speed w/o retarder, w/PTO provision. 5th generation. For vocational applications. Includes shift control, transmission oil temperature gauge, oil level sensor & heat exchanger. Transynd transmission fluid is standard on all Allison 1000, 2000, 3000 & 4000 series transmissions.	385
2406453	O	Driveline: 2 Dana SPL250XL 1 centerbearing requires 3500057 interaxle driveline. Low maintenance offering from Spicer. On-highway 350K mi first service interval, 100K mi subsequent service interval on U-joint, splines lubed for life, quick disconnect end caps.	95
2410018	O	Torque converter included w/Allison Transmission.	0
2410151	O	Pushbutton control center console mounted. Class 8 with Allison Transmission.	0
2410204	O	Delete Allison FuelSense	0
2410244	O	J1939 Park Brake Auto Neutral	0
2429038	O	PTO adapter for front engine PTO.	8
2429100	O	Chassis will be fitted w/ LH transmission PTO. (Prevents ECU F/Interfering w/ PTO Only).	0
2490009	O	07/01/16 List Credit for code 2406453 2 Dana SPL250XL D/L W/1 C/B	0

Front Axle & Equipment

2507182	O	Dana Spicer D2200 Front Axle rated 22K standard track.	120
2607002	O	Front Brakes: 14,601-22K Bendix air disc brakes.	10

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Data	Code	Description	Weight
2690025	O	Splined rotor for front air disc brakes for use with iron hubs.	0
2702022	O	Front Hubs Iron hub pilot 22,000 lbs. 10 Bolt 16.5x6in. or 7in. or air disc brakes. 10 Bolt, 11-1/4 in. bolt circle. Consider Wheelguards (5850002) with aluminum wheels.	80
2741970	S	ConMet PreSet Plus Hub package; front axle.	0
2750001	S	Hubcap: front vented.	0
2769000	S	Slack Adjusters included w/ front axle or brake. Also use w/ disc brakes.	0
2867022	O	Front Springs: Taperleaf 22K w/shock absorbers. C500 standard with a single stage spring and threaded pins. T800/T880/T440/T470/W900B standard with a multi-stage spring and rubber pins. For T800/T880/T440/T470/W9B, this is a three stage spring. The spring rate increases when loaded closer to the full capacity of the spring. Not available on W900L or W900S.	426
2893662	O	Dual power steering gears: 22K TRW TAS65.	60
2899336	O	Power Steering Cooler:Radiator Mounted Air-to-Oil	11
2900903	O	Front air disc brake dustshield includes pad air disc brakes only.	1

Rear Axle & Equipment

3144173	O	Dual Dana Spicer D46-170HP rear axle rated at 46K. w/ 16mm housing and 2.06in. shaft diameter. Includes pump. Tandem rear axles.	665
3200538	O	Rear Axle Ratio - 5.38.	0
3306001	O	Dual rear Bendix air disc brakes for dual rear axles to 46K capacity.	40
3392605	O	Splined rotor for dual rear air disc brakes for use with iron hubs.	-208
3403460	O	Dual Rear Hubs: Iron hub pilot 11-1/4 in. BC.	104
3441972	S	ConMet PreSet Plus Hub package; dual rear axle.	0
3465900	O	Rear slack adjusters included w/ axle or air disc brakes.	0
3485002	O	Spring brakes included w/ dual rear air disc brakes.	0
3490902	O	Rear air disc brake dustshields for tandem axles; includes pads and rotor shields.	12
3495226	S	Bendix 4S/4M anti-lock brake system.	0
3500057	O	Interaxle driveline 1 Dana SPL170XL	-4
3532194	O	Wheel Differential Lock for Dana Spicer axles D40-170(P)/D46-170(H)(P)(WT) forward rear axle & rear rear axle.	112
3573110	O	Separate flip valve for dual axles: differential lock or crosslock.	0

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Data	Code	Description	Weight
3740130	O	Rear suspension: Tandem Kenworth Airglide 460 46K 54 in. axle spacing. 10.5 in. ride height. Includes air suspension dump valve.	-116
3836500	O	Heavy-duty gussets for forward suspension crossmember on Airglide 400/460, Chalmers, or Hendrickson beam suspensions. This replaces the standard gussets.	12

Tires & Wheels

4038675	O	Front tires: Goodyear G296 MSA 425/65R22.5 20PR. 44.4 in. diameter 20.6 in. SLR. all position. On/Off highway. Wide-base tire.	148
4238700	O	Rear tires: Goodyear G182 RSD 11R24.5 16PR. 44.1 in. diameter. drive tire. 20.8 in. SLR. Code is priced per pair of tires	272
4900008	O	Rear Tire Quantity: 8	0
5045218	O	Front Wheel: Alcoa 82462 22.5x12.25 aluminum, with Lvl One [TM] finish, hub-pilot mount. 11000lb. maximum rating. 5.80 in. offset. Air disc brake compatible.	-3
5245275	O	Rear Wheel: Alcoa 98U63 24.5X8.25 AL Ultra ONE Wheel.	-136
5850040	O	Wheelguards: all axles.	2
5859010	O	Single Front Axle: 2 wheels Dura-Bright Buffed. Dura-Bright outboard surface of aluminum wheels.	0
5859012	O	Dual Rear Axle Wheels: 4 wheels Dura-Bright Buffed. Dura-Bright outboard surface of outer dual or single aluminum wheels.	0
5900008	O	Rear Wheel/Rim Quantity: 8	0

Frame & Equipment

6056702	O	Extended Frame Rails: 10-11/16 x 3-1/2 x 1/2 in. Steel to 455 in. Truck frame weight is 4.70 lb.-in. per pair of rails. Section modulus is 22.35, RBM is 2,683,000 in.-lbs per rail. Frame rail availability may be restricted based upon application, axle/suspension capacity, fifth wheel setting, or component/dimensional specifications. The results of the engineering review may result in a change to the requested frame rail. If a change is required Kenworth Application Engineering will advise the dealer of the appropriate material specification for a substitute rail.	917
6301360	S	Bumper: Straight Aluminum Channel. Requires a bumper setting code.	0
6301790	U	BUMPER: STRAIGHT STEEL CHANNEL CHROME	51
6319066	O	66 in. Bumper setting. Requires a bumper code.	0
6323004	O	Rams Horn front tow hooks: 2.	18
6390110	O	Mudflaps, Front: Extra wide for use w/ tires that are wide base singles.	6
6397001	O	Huck bolts throughout frame, where possible.	0
6400636	O	Battery box cantilever aluminum BOC w/ fiberglass cover.	8
6409901	O	Battery box location: LH Side.	0

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Data	Code	Description	Weight
6451090	O	T470,C5, T6, T8 non-polished DPF/SCR or CNG cover diamond plate w/ step. For use w/ 2010 or later exhaust systems. For T8, use extended length non-polished battery box on opposite rail to match the length of under cab components. End plates will be painted standard black frame color.	0
6679860	O	Final end-of-frame cut-off dimension will be modified to less than or equal to 65 inches.	0
6721102	S	Rear mudflap arms: Betts B-25 standard-duty, straight. Includes B1732 mounting brackets as standard.	0
6722000	S	Rear mudflap shields: White plastic antisail w/ Kenworth logo.	0
6741011	O	Square end-of-frame w/ crossmember; non-towing.	30
Fuel Tanks & Equip			
7210090	O	Fuel Tank: 90 US gallon 24.5in. aluminum under replace. Class 8 fuel tanks w/ o locking caps include an anti-siphon device on the filler neck.	-4
7722011	O	Small round DEF tank. 11 gallons of useable volume. The DEF tank will be located on the side you specified. If you have specific configuration or body builder concerns, please utilize the Custom Frame Layout option. Standard capacity is calculated by fuel capacity of the vehicle and will accommodate two diesel fill-ups for every DEF fill-up. For 1:1 DEF fuel fill ratio, add 7889204.	0
7840015	O	Polish only one aluminum tank.	0
7880009	O	Mechanical anti-roll channel for one tank.	6
7889061	O	Polished stainless steel tank straps for 1 tank.	0
7889098	O	Polished straps for 1 DEF Tank any size.	0
7889203	O	Standard DEF to fuel fill ratio: 2:1 or greater.	0
7889245	S	Anti-siphon device swaged in place. For any number of fuel tanks.	0
7889604	O	DEF tank location is on the LH.	0
7920090	O	Location: 90 gal fuel tank LH under cab	0
Cab & Equipment			
8049001	O	Cab: Extended Day Cab w/ Curved Glass. Includes aluminum & fiberglass fully hucked cab w/ all aluminum bulkhead doors & continuous stainless steel piano-style door hinge & pins. C500B: 129 in. BBC. 80 in. FA to BOC. T660B: 128 in. BBC. 80 in. FA to BOC. T800B: 127 in. BBC. 80 in. FA to BOC. W900B: 126 in. BBC. 96 in. FA to BOC. W900L: 136in. BBC. 106 in. FA to BOC. Incandescent exterior lights include diagnosable bulb detection and warning. Trailer cable on tractors includes integrity detection. Standard features include multiplex wiring for interior lights, automated pre-trip inspection, short and open check diagnostics, and programmable daytime running lights. Warning alarm will sound when lights are left on.	174
8080137	O	Cab door bearing blocks, top & bottom.	0

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Data	Code	Description	Weight
8090137	O	T800 Straight unitglas hood w/ split fenders. Use w/ extended frame rails or FEPTO.	205
8098424	O	Radiator Mounted Grille for use with C500 with 1780 Radiator, T800 FEPTO, or T800 Wide hood. This code is not applicable to sheet metal hoods.	0
8108010	S	Cab heater: W/integral defrosters & A/C 45,000 btu cab heater. No sleeper heater/AC. Includes 5 mode rotary control. T660 include filter media.	0
8190144	O	One ball valve for primary heater(s). For chassis w/o auxiliary heater.	2
8201013	S	Steering wheel: 18 in. 4-spoke.	0
8201200	O	Adjustable telescoping tilt steering column.	10
8203184	O	Switch & Wiring: For Customer-Installed Cab Panel Lights.	0
8205087	O	Auto Suspension Dump W/PTO Engagement Interlock. This feature automatically dumps air from the truck suspension when any PTO is engaged. Required with air suspensions used on dump trucks, trailer dumps, or with no tilt fifth wheels. This allows the suspension to deflate while hoist is up and helps alleviate any imbalance that can occur with air bags inflated. Required with roll back flat bed or roll on/off with air suspensions. This allows the suspension to deflate while body is up and helps alleviate tipping and imbalance that can occur with air bags inflated. Auto air suspension dump with PTO engagement is not for use without a PTO. PTO controls must be installed by the factory.	2
8205118	O	Information for customer-installed PTO Chelsea 277. 10-bolt. Available only with Allison 3000/4000 series transmissions.	0
8205123	O	Switch & Wiring for Customer-Installed PTO. Electric over hydraulic PTO. Includes switch guard. Wiring is routed to LH frame for connection to the customer installed PTO. No air controls are provided with this code.	0
8208498	O	Five spare switches: Wired to power.	0
8220106	O	Gauge: Dash mounted air filter restriction gauge.	0
8221144	O	Gauge: Air suspension pressure gauge.	0
8221160	O	Gauge: Engine Oil Temperature Gauge With Integral warning light. The NavPlus HD unit includes a virtual engine oil temperature gauge.	0
8222712	O	Gauge: Fuel filter restriction gauge.	0
8222722	O	Gauge: Manifold Pressure Gauge. The NavPlus HD unit includes a virtual manifold pressure gauge.	0
8282004	S	KW Driver Information Center: Includes fuel economy, RPM display, trip information, truck information, diagnostics, gear display, alarm clock.	0

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Data	Code	Description	Weight
8282009	S	Instrument package: Includes speedometer, tachometer, fuel gauge, engine coolant temperature gauge, engine oil pressure, voltmeter. Class 8 also includes primary & secondary air reservoir gauges & an air application gauge. DEF level gauge and warning lamp are included with 2010+ engines. Engine hour meter and outside air temperature readouts are standard. Primary read out will be MPH. Add 8240620 to switch primary scale to KPH in Canada.	0
8331100	S	Cab interior: Splendor. Includes smooth upholstered side & back panels w/stitched accent lines, upholstered door pads, full vinyl headliner, black dash panels & black rubber floor mats.	0
8343304	S	Interior color: Slate Gray w/trim Dark Slate Gray	0
8410092	O	Driver seat: Kenworth Air cushion Premium Plus HB cloth. Standard features includes 7 in. fore and aft slide adjustment w/isolator, 6-58 degree recline, air suspension w/ cover, dual armrests, and triple chamber air lumbar support. Cushion and back include air adjustment. Seat cushion is 20 inches wide w/ 2-position tilt and 6-position front cushion support. Seat material has a horizontal stitch pattern and is 2-tone in color. Standard storage includes a side bolster pocket and a hanging pocket. Seat back is carpeted, and high back seats include a storage pocket. Seat is manufactured by National. Includes inside visor and retractable 3-point matching seat belts. Grey seat belts.	0
8460091	O	Rider seat: Kenworth Air cushion Plus HB cloth. Standard features includes 7 in. fore and aft slide adjustment w/isolator, 6-23 degree recline, air suspension with cover, dual armrests, and single chamber air lumbar support. Seat cushion is 20 inches wide w/ 2-position tilt and 2-position front cushion extension. Seat material has a horizontal stitch pattern and is 2-tone in color. Seat back is carpeted. Seat is manufactured by National. Includes inside visor and retractable 3-point matching seat belts. Grey seat belts.	17
8490110	S	Seat color: Dark Slate Gray.	0
8601423	O	Kenworth Radio with AM/FM/WB/CD/USB, Bluetooth, and Sirius-XM Satellite	4
8601880	O	CB Radio: Cobra 29. Includes weatherband w/header mounted quick release. Includes transceiver & separate speaker remote-mounted in headliner & dual CB antennas. Includes sound tracker & illuminated panel.	11
8699147	O	Solid post antenna: Mounted on LH cowl. Replaces top-of-cab antenna. Recommended for dump trucks, loggers, & where overcab clearance is limited.	0
8700108	O	Under dash center console: Includes one cupholder & two 12V outlets. For use w/Autoshift, Ultrashift, & Allison Gen IV only.	0
8700168	S	Non-self cancelling turn signal: W/column-mounted headlight dimmer switch & intermittent wiper control.	0
8700186	S	Electric LH & RH door locks.	0

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8700663	O	Kenworth TruckTech+ The Kenworth Remote Diagnostics system provides the Worlds Best reporting of engine and aftertreatment fault codes, as well as enhanced support for the truck owner through rapid communication of fault severity and recommended actions. This option is Standard on all Kenworths with an MX engine.	0
8800271	S	Long grabhandle RH side of cab.	0
8800373	S	Long grabhandle LH side of cab.	0
8800400	S	Grabhandle: LH inside door frame above dash.	0
8800401	S	Grabhandle: RH inside door frame above dash.	0
8832115	O	Daylite Door: LH/RH includes RH peeper window	0
8841623	O	Dual rectangular air horn 26 in. LH/RH top of roof. Includes air horn covers.	4
8850300	S	Look-Down, Pass. Door, Stainless 8.5x4.4	0
8863570	O	Dual convex heated mirror 8.5 inch w/ offset mounting below regular mirror.	11
8867202	O	Mirror: Dual Moto heated mirrors 7 in. x 16 in. LH & RH remote controlled. Switch located on door pad.	0
8869005	S	Mirror brackets 8-1/2 ft load width.	0
8871438	S	Rear Cab Stationary Window 17 in. x 36 in.	0
8879213	O	Electric-powered LH & RH door window lifts. Switch located on door.	0
8890003	O	1.5in x 11.5in Plastic Records Holder Mounted On Rear Cab Panel	2
8890100	S	One-piece windshield, w/ curved glass.	0
8890135	O	Exterior stainless steel sunvisor.	11
8890353	O	4 1/2in. rubber wheelwell fender extension.	11
8890898	O	Link Cabmate suspension.	22
8891000	O	Quiet Cab Package: For Non-VIT Interiors. Includes Firewall Insulation & Floor Covering w/ Sound Deadening Materials and Cowl Blanket	77

Lights & Instruments

9010802	S	Headlamps: Dual Rectangular, extended life halogen	0
9022137	O	Marker Lights: Five, rectangular, LED	0
9030014	O	Turn Signal Lights: LED, mounted on fender	0
9030052	S	LED Stop,Turn,Tail: With Two LED Backup Lights and With An LED License Plate.	0
9080205	O	Stainless Steel Brackets, Switch & Wiring: Customer-installed dual beacon lights mounted over door of cab with insulators.	4

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Data	Code	Description	Weight
9090039	S	Marker Lights: Interrupter Switch. Included in Turn Signal For All Models Except T3. The T3 Switch Is In The Dash.	0
9090058	O	Switch & Wiring: For customer-installed plow light. Includes circuit breaker.	0
9090060	O	LH Courtesy Lamp: On upper skirt to light up step.	0
9090126	O	Electric Backup Alarm: Meets SAE J994 & OSHA requirements.	4
9090302	O	Junction Box: Mounted Behind Cab or Sleeper Not Mounted at End of Frame.	1
9090845	O	Circuit Brakers: Replacing fuses. Does not apply to any 5-amp fuse box position. Brakers include stop/brake/turn, tail lamp, high & low beams, marker/clearance lamps, horn, fuel heat, gauges, air dryer, HVAC controls, panel lamps. Some circuits will remain fuses.	0
Air Equipment			
9101215	S	Air Dryer Bendix AD-IS heated Puraguard	0
9108001	S	Moisture ejection valve w/ pull cable drain.	0
9140020	S	Nylon air tubing in frame & cab, excluding hoses subject to excessive heat or flexing.	0
Extended Warranty			
9200002	O	Base Warranty - Severe Service 12 months / 50,000 miles / 80,000 km.	0
9200006	O	Base Warranty - PACCAR MX-11 & MX-13 Engine 24 months / 250,000 miles / 400,000 km / 6250 hours.	0
9206780	O	PACCAR MX A:>460HP 5YR/100K mi 160K km 2017	0
9206917	O	PACCAR MX Aftertreatment: Use >460 W/PACCAR MX A 5yr/100K mi(160,000 km) 2017	0
Miscellaneous			
9400072	O	Ship to Dealer.	0
9409852	O	GHG Secondary Manufacturer: Does Not Apply	0
9490003	O	Additional lead time required for off highway & /or specialty component truck.	0
9490206	O	Warning triangle reflector kit: Shipped loose. Kit consists of 3 triangles in plastic carrying case. Not floor mounted.	4
9490406	O	One 5 lb. dry chemical type fire extinguisher mounted outboard of rider seat. Class ABC.	11
Paint			
9700000	O	Paint color number. N97020 A - P9189 RED	0

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Data	Code	Description	Weight
		N97200 FRAME N0001 BLACK	
9943004	O	Bumper Unpainted	0
9943051	O	Day Cab Premium Paint	0
9944820	O	1 - Color Paint - Day Cab Color will be White if no other color is specified.	0
9965510	S	Base coat/clear coat. The Kenworth Color Selector contains additional instructions, as well as information on Kenworth paint guidelines and surface finish applications. Kenworth is standard with Dupont Imron Elite paint.	0

Total Weight 18867 lb

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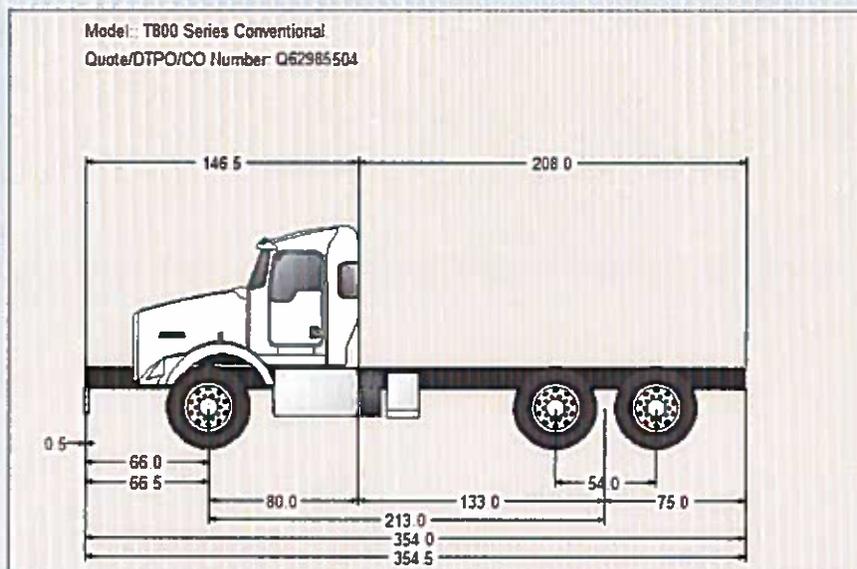
Kenworth Northeast Group, Inc. K855
25 Airline Drive

Town of Canandaigua
5440 Routes 5 & 20

Rochester, New York United States 14624
Phone: (585) 698-2940
Fax:
Email:

Canandaigua, New York United States 14424
Phone: (585) 703-2018
Fax:
Contact Email:
Prepared for:

Horizontal Dimensions



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Printed: 1/2/2018 3:12:27 PM
Effective Date: Jul 1, 2017
Prepared by: Administrator

Complete

Model Number: T800 Series Conventional.
Quote/DTPO/CO: Q62985504
Version Number: 40.30

Kenworth Northeast Group, Inc. K855
25 Airline Drive

Town of Canandaigua
5440 Routes 5 & 20

Rochester, New York United States 14624
Phone: (585) 698-2940
Fax:
Email:

Canandaigua, New York United States 14424
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Fax:
Contact Email:
Prepared for:

Fuel Tanks

Summary

Right Left

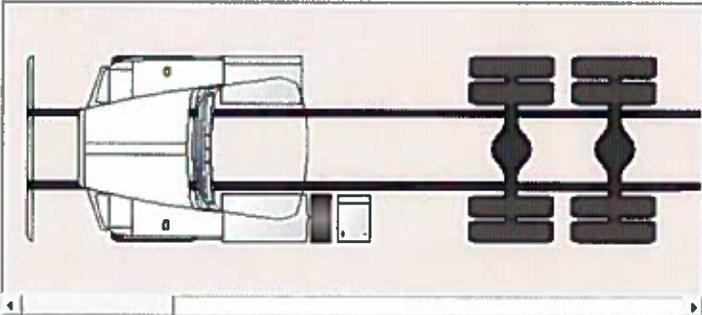
Location

- Under Cab
- Back Of Cab 1
- Back Of Cab 2
- Between Rails
- Across Rails BOC
- ClearFrame
- Def Tank

Type

Material

Diameter



Top View Right Side Available Space: 85.20 in. Current Wheelbase Space: 213

Side View Left Side Available Space: 49.00 in. Required Wheelbase Space: 164

Position	Description	Price	Weight
RH Under	T470,C5, T6, T8 non-polished DPF/SCR or CNG cover	105	0
LH Under	Fuel Tank, 90 US gallon 24.5in. aluminum under	-9	-4
LH BOC1	Battery box cantilever aluminum BOC w/	91	8
LH Def Tank	Small round DEF tank, 11 gallons of	0	0

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/2/2018 3:12:47 PM *Incomplete* Model Number: T800 Series Conventional
Effective Date: Jul 1, 2017 Quote/DTPO/CO: Q21285428
Prepared by: Administrator Version Number: 40.30

Tenco Industries INC.

5700 S. Lima Rd
P.O. Box 635
Lakeville, NY 14480
Phone: 585-346-3040
Fax: 585-346-2982

January 2, 2018

Town of Canandaigua

RE: Quote to piggyback off of Onondaga County contract

Tenco Inc. is pleased to offer the following equipment for your consideration.

- (1) TC-96-TE one way plow 12' cutting edge with markers and Tenco Locs
- (1) TC-126-TE side wing with a TC-4-8-30 automatic trip hinge
- (1) H-345-FW front hitch with LED plow lights powder with a H-60 front post and a H-60-DS rear post
- (1) Beau-Roc 15' X 54" X 54" DH model includes: Cab shield, Air tailgate, 12" apron, back-up camera, 1 center hydraulic Harder coal door, shovel holder, pintle hook, chipper bar, a set of poly fenders, folding ladder, Roll-Rite tarp system, Lights in the rear corner posts: stop, turn, taillights, back-ups and 2 rotators on truck light bar and Powder coat painting of the body.
- (1) Piston pump (84cc) with PTO and a low oil shutdown Rexroth CS-550 sander
- (1) 40gallon rear tower reservoir
- (2) Smith metal works DBAS-12 auger spreader and a Auto greaser installed

Your price for the above equipment installed on a truck provided by you is \$87,401.00

If you have any further questions please feel free to contact me at 1-800-808-3626.

All prices and freight terms are F.O.B. Lakeville, NY.

Thank you,
Shane Chapman

I _____, a representative of Town, Village, City or County wish to accept the above listed quotation.

_____ Signature

ATTACHMENT 14

reimbursement rate of \$5,600.00 per mile, an increase of \$100 per mile from the previous contract agreement; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby approves the contract agreement with Ontario County for snow and ice control services and directs the Supervisor to execute said agreement.

Attachment # 18

RESOLUTION NO. 2017 – 349: AUTHORIZE BUDGET ADJUSTMENT AND PURCHASE OF TRANSFER STATION COMPACTOR, CONTAINER AND COVERS

WHEREAS, the Town of Canandaigua anticipates receipt of \$47,463.94 in grant funds from the Dormitory Authority of the State of New York (DASNY) for improvements to the transfer station; and

WHEREAS, the Town of Canandaigua has received quotes from Cyncon Equipment for the purchase of one (1) Marathon RJ-450 4-yard stationary compactor for \$26,000.00, one (1) Marathon RJ40-OC container for \$12,106.00, and Wastequip ROC sliding container covers with stand for \$5,485.00 each, the prices of which meet terms and condition of the respective NJPA awarded contracts for cooperative purchasing; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby authorizes the Bookkeeper to amend the 2017 budget as follows: increase revenue account A.3001, NYS Aid by \$47,463.94 and increase expenditure line A.8160.201, Transfer Station Grant Improvement by \$47,463.94; and

BE IT FURTHER RESOLVED, the Canandaigua Town Board hereby authorizes the Highway Superintendent to execute the purchase of one (1) Marathon compactor, one (1) Marathon container, and four (4) Wastequip covers with stand from Cyncon Equipment for a total cost of \$60,046.00 to be charged to the budget line A.8160.201; and

BE IT FINALLY RESOLVED, the Town Clerk shall distribute copies of this resolution to the Bookkeeper, Budget Officer, and Highway Superintendent.

Attachment # 19

RESOLUTION NO. 2017 – 350: AUTHORIZE CREATION OF BUDGET ACCOUNT LINE FOR HIGHWAY FACILITY SITE DEVELOPMENT AND BUDGET TRANSFER

WHEREAS, the Canandaigua Town Board wishes to construct the new Highway Facility in a fiscally responsible manner; and

WHEREAS, the Town Highway Department has the equipment and ability to perform the site development at a cost savings to the Town; and

WHEREAS, the Highway Superintendent has estimated a budget for site development materials totaling \$150,000.00; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby authorizes the Bookkeeper to create the budget line: H.5132.205.25 Hwy Garage.Site Development.Hwy Facility; and

WHEREAS, the Town of Canandaigua Planning Board has determined that a soil erosion control surety is to be provided and accepted by the Town Board prior to the issuance of building permits; and

WHEREAS, the Town Engineer (MRB Group) has reviewed the proposed estimates and found them to be satisfactory to meet the conditions of approval and the work to be completed; and

WHEREAS, a copy of the Surety Estimate Review is included with this agenda and is identified as Attachment 21 to the agenda; and

WHEREAS, the applicant has provided a check in the amount of \$ 2,500.00 for the purposes of the soil erosion and sediment control surety; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion and sediment control surety in the total amount of \$ 2,500.00 in the form of a check.

RESOLUTION NO. 2017 – 297: WOODY’S CAFÉ ALCOHOLIC BEVERAGES LICENSE NOTICE

WHEREAS, the Town received on August 3, 2017, a 30-Day Advanced Notice, (“30-Day Notice”), for a New On-Premises Alcoholic Beverages license application for Woody’s Café located at 2375 State Route 332.; and

WHEREAS, said 30-Day Advanced Notice application is referenced at Attachment 22 to the agenda; and

WHEREAS, the Town does not express any opinion for or against the application;

NOW, THEREFORE, BE IT RESOLVED that, the Town Board takes no further action relative to the 30 Day Notice.

RESOLUTION NO. 2017 – 298: ACCEPTANCE OF LABELLA ASSOCIATES PROPOSAL FOR OPEN SPACE AND CONSERVATION MASTER PLANNING SERVICES AND AUTHORIZATION OF TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town Board of the Town of Canandaigua (Town Board) approved a list of goals for the Citizens’ Implementation Committee to prioritize in 2017, and an Open Space and Conservation Master Plan update was one of those goals; and

WHEREAS, the Open Space and Conservation Master Plan project team was created to meet the above mentioned goal and they recommended the release of a Request for Proposals (RFP) to hire a consultant to do the update, and that RFP was approved by the Town Board on May 15, 2017 and released on May 16, 2017; and

WHEREAS, the Town of Canandaigua received six proposals from consulting firms by the June 30, 2017 RFP due date that were reviewed by the Open Space project team; and

WHEREAS, the Citizens’ Implementation Committee received a recommendation from the Open Space project team to approve the proposal from LaBella Associates for planning services to create an Open Space and Conservation Master Plan for the Town and they approved that recommendation at their meeting on August 1, 2017; and

WHEREAS, the Citizens' Implementation Committee voted at their meeting on August 1, 2017 to recommend to the Town Board the hiring of LaBella Associates at a cost not to exceed \$ 24,950 for the Open Space and Conservation Master Plan; and

WHEREAS, the Town Board intends to accept the LaBella Associates proposal dated June 30, 2017 to complete the Master Plan for a cost not to exceed \$ 24,950.00; and

WHEREAS, a copy of the proposal is included with this agenda and is identified as Attachment 23 to the agenda; and

NOW THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Manager to execute all documents relative to the acceptance of the LaBella Associates proposal dated June 30, 2017 for planning services to create an Open Space and Conservation Master Plan for the Town at a cost not to exceed \$ 24,950.00 to be funded through the 2017 General Budget line item A.8020.422.

RESOLUTION NO. 2017 – 299: ORDER BY THE TOWN BOARD OF THE TOWN OF CANANDAIGUA TO MR. CHARLES W. AND MRS. JANE W. GAVETT TO REPAIR, VACATE OR DEMOLISH THE BUILDING AT 2411 STATE ROUTE 332

WHEREAS, Town of Canandaigua Code Enforcement Officer Chris Jensen provided notice to Mr. Charles W. and Mrs. Jane W. Gavett on September 26, 2016 of a notice of violation, order to remedy, declaration of nuisance according to Town Code giving the property owner to October 31, 2016 to correct the matter or a report to the Town Board would be issued; and

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as 'Town Board') has received notice on November 4, 2016 from Town of Canandaigua Code Enforcement Officer Chris Jensen of an unsafe building at 2411 State Route 332; and

WHEREAS, Town Code Chapter 88 of the Town of Canandaigua details a specific purpose and instructions for the steps to be taken in dealing with unsafe buildings; and

WHEREAS, the Director of Development met with Mr. Gavett on November 3, 2016 to go through the property history, previous reviews of the parcel, and began the process of filling out the Demolition Permit application; and

WHEREAS, Mr. Gavett stated he would submit the demo permit application by November 7, 2016, which as of November 10, 2016 had not been submitted; and

WHEREAS, the Town Board on December 19, 2016 set a public hearing by resolution # 2016-306 to hold a public hearing on January 9, 2017 regarding the unsafe designated building at 2411 State Route 332; and

WHEREAS, on December 20, 2016 the Director of Development provided certified notice to Mr. and Mrs. Gavett (US Post Office Article # 7014-1200-0001-2670-0980) of the Town Board's resolution # 2016-306 establishing a public hearing on January 9, 2017 at 6:00pm at the Canandaigua Town Hall; and

WHEREAS, on January 9, 2017 the Director of Development received notice from Cheney & Blair, LLP representing Charles and Jane Gavett in reference to 2411 State Route 332; and

WHEREAS, the Director of Development spoke on the phone with Mr. Cheney to hear Mr. Gavett's concerns relative to setback requirements if the house were to be demolished; and

RESOLUTION NO. 2017 – 379: AUTHORIZE PURCHASE OF CONCRETE SEPTIC TANK AND PUMP FOR ONANDA PARK

5-0
Ferry
Kevin

WHEREAS, the Town of Canandaigua previously pursued a public request for bid to install a new septic tank and pumping manhole at Onanda Park but only received one response totaling \$48,000.00; and

WHEREAS, the Town Board requested that the Highway Superintendent review the plans and investigate alternative, lower cost options for the Town; and

WHEREAS, the Highway Superintendent recommends purchasing the required materials and using Town forces to complete the project; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the purchase of a 2,500 gallon concrete septic tank for \$5,411.00 from Kistner Concrete and a prepackaged pump station for \$11,078.00 from Siewert Equipment to be paid from the 2017 Adopted Budget line A.7110.201 (Park Capital Improvement)

Attachment # 12

RESOLUTION NO. 2017 – 380: ENDORSING PROPOSED JOINT CONSOLIDATION AGREEMENT FOR THE CONSOLIDATION OF CERTAIN DEBT FREE WATER DISTRICT EXTENSIONS INTO THE EXISTING CANANDAIGUA CONSOLIDATED WATER DISTRICT, SETTING A PUBLIC HEARING ON THE PROPOSED CONSOLIDATION, AND DIRECTING THAT NOTICE OF SAID HEARING BE PROVIDED

5-0
Meritt
Linda

WHEREAS, New York General Municipal Law (GML) Article 17-A provides for the consolidation of two or more local government entities if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State of New York; and

WHEREAS, the Town Board of the Town of Canandaigua duly formed the following Special Water Districts to provide long-term, safe and reliable water supply for all customers in those districts:

1. CANANDAIGUA CONSOLIDATED WATER DISTRICT;
2. NOTT ROAD EXTENSION # 6;
3. WEST LAKE ROAD SOUTH EXTENSION # 8;
4. CRAMER ROAD EXTENSION # 9;
5. PARRISH STREET EXTENSION # 5;
6. WEST LAKE ROAD BENEFIT DISTRICT;
7. WYFELLS ROAD EXTENSION # 10;
8. ADAMS ROAD EXTENSION # 11 and
9. PARRISH ROAD EXTENSION # 20

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has determined, after due deliberation, that it is in the best interests of the Town to consolidate the above water districts to maintain stability, and to reduce administrative and operational costs wherever possible; and

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has prepared a Proposed Joint Consolidation Agreement pursuant to GML Article 17-A to effectuate said consolidation, which is attached hereto as Exhibit A; and

ATTACHMENT 15



P.O. Box 728
 Honeoye, NY 14471
 Tel: (585)367-3246
 Fax: (585)367-3989
www.qualitylawncare.biz

2018 Lawn Maintenance Quote

Prepared For:

Town of Canandaigua
 5440 Routes 5&20 West
 Canandaigua, NY 14424

1. Location	Weekly Rate	Seasonal Rate (based on 28 trips)
Blue Heron Park	\$300.00	\$8,400.00
Leonard Pierce Park	\$105.00	\$2,940.00
Richard Outhouse Park	\$400.00	\$11,200.00
TOTAL	\$805.00	\$22,540.00

2. Professional References

Town of Livonia	Eric Gott	supervisor@livonianyny.org
Universal Health Network	Pete Wall	pwall@uhnllc.com
The Meadows of Geneseo	Bill Snover	superintendent@rochester.rr.com
Town of East Bloomfield	Andy Hall	w.ahall@frontier.com

3. 12 trucks, 15+ 60" John Deere Zero Turns, plenty of equipment to handle the contract
4. Current Full-time staff: 15 +/-
5. Current COI's have been included. We are switching insurance companies on or around March 1st and will provide updated certificates upon request/award of contract.

Feel free to call/email me with any questions.

Sincerely,

Steve M. Krieger, President/ CEO



2017
SEASON

QUALITY
Lawn and Landscape, Inc.

P.O. Box 728
Honeoye, NY 14471
Tel: (585)367-3246
Fax: (585)367-3989
www.qualitylawncare.biz

INCREASE
2018
1680

2017 Lawn Maintenance Quote

Prepared For:

Town of Canandaigua
5440 Routes 5&20 West
Canandaigua, NY 14424

1. Location	Weekly Rate	Seasonal Rate (based on 28 trips)
Blue Heron Park	\$240.00	\$6,720.00
Leonard Pierce Park	\$105.00	\$2,940.00
Richard Outhouse Park	\$400.00	\$11,200.00
TOTAL	\$745.00	\$20,860.00

2. Professional References

Town of Livonia	Eric Gott	supervisor@livonianyny.org
Universal Health Network	Pete Wall	pwall@uhnllc.com
The Meadows of Geneseo	Bill Snover	superintendent@rochester.rr.com
Town of East Bloomfield	Andy Hall	w.ahall@frontier.com

OK
Spectacular

- 3. 12 trucks, 15+ 60" John Deere Zero Turns, plenty of equipment to handle the contract
- 4. Current Full-time staff: 15 +/-
- 5. Current COI's have been included. We are switching insurance companies on or around March 1st and will provide updated certificates upon request/award of contract.

Feel free to call/email me with any questions.

Sincerely,

Steve M. Krieger, President/ CEO

2017 BIDS LAWN SERVICE FOR THE TOWN OF CANANDAIGUA

Opened March 17, 2017 at 12:02 PM

Quality Lawn & Landscape

Park	Weekly	20 Weeks	24 Weeks	28 Weeks
Blue Heron	\$240			
Leonard R. Pierce	\$105			
Richard P. Outhouse	\$400			
Total	\$745	\$14,900	\$17,880	\$20,860

(1)

Yankee Clipper Property Improvement

Park	Weekly	20 Weeks	24 Weeks	28 Weeks
Blue Heron	\$895			
Leonard R. Pierce	\$305			
Richard P. Outhouse	\$1195			
Total	\$2395	\$47,900	\$57,480	\$67,060

(7)

Ugly Boys Lawn & Landscape LLC

Park	Weekly	20 Weeks	24 Weeks	28 Weeks
Blue Heron	\$435			
Leonard R. Pierce	\$215			
Richard P. Outhouse	\$585			
Total	\$1235	\$24,700	\$29,640	\$34,580

(3)

Canandaigua Contractors, Inc.

Park	Weekly	20 Weeks	24 Weeks	28 Weeks
Blue Heron	\$600			
Leonard R. Pierce	\$196			
Richard P. Outhouse	\$850			
Total	\$1646	\$32,920	\$39,504	\$46,088

6

Outhouse Lawn & Landscape

Blue Heron	\$395			
Leonard R. Pierce	\$135			
Richard P. Outhouse	\$670			
Total	\$1200	\$24,000	\$28,800	\$33,600

2

BLR Enterprise

Blue Heron	\$475			
Leonard R. Pierce	\$225			
Richard P. Outhouse	\$675			
Total	\$1375	\$27,500	\$33,000	\$38,500

4

Blackwood Management

Blue Heron	\$514.75			
Leonard R. Pierce	\$205.90			
Richard P. Outhouse	\$842.32			
Total	\$1562.97	\$31,259.40	\$37,511.28	\$43,763.16

5

ATTACHMENT 16

OFFICE USE ONLY
 Original Amended Date

TOWN OF CANANDAIGUA
TOWN CLERK
RECEIVED
DEC 27 2017
RECEIVED
Page 1 of 2



State Liquor Authority

Standardized NOTICE FORM for Providing 30-Day Advanced Notice to a Local Municipality or Community Board

1. Date Notice Was Sent: 12/16/2017 1a. Delivered by: Certified Mail Return Receipt Requested

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License
 New Application Renewal Alteration Corporate Change Removal Class Change

For **New** applicants, answer each question below using all information known to date.
For **Renewal** applicants, set forth your approved Method of Operation only.
For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s).
For **Corporate Change** applicants, attach a list of the current and proposed corporate principals.
For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation.
For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type.

This 30-Day Advance Notice is Being Provided to the Clerk of the following Local Municipality or Community Board

3. Name of Municipality or Community Board: T/O CANANDAIGUA

Applicant/Licensee Information

4. License Serial Number, if Applicable: PENDING Expiration Date, if Applicable: N/A

5. Applicant or Licensee Name: LAND OF LEGENDS RACEWAY INC

6. Trade Name (if any): LAND OF LEGENDS RACEWAY

7. Street Address of Establishment: 2820 COUNTY ROAD 10

8. City, Town or Village: CANANDAIGUA, NY Zip Code: 14424

9. Business Telephone Number of Applicant/Licensee: 315-573-4525

10. Business Fax Number of Applicant/Licensee: N/A

11. Business E-mail of Applicant/Licensee: PAUL@LANDOFLEGENDSRACEWAY.COM

12. Type(s) of Alcohol sold or to be sold: Beer & Cider Wine, Beer & Cider Liquor, Wine, Beer & Cider

13. Extent of Food Service: Full food menu; Full Kitchen run by a chef or cook Menu meets legal minimum food availability requirements; Food prep area at minimum

14. Type of Establishment: AUTO RACE TRACK

15. Method of Operation: (Check all that apply)
 Seasonal Establishment Juke Box Disc Jockey Recorded Music Karaoke
 Live Music (Give details: i.e. rock bands, acoustic, jazz, etc.):
 Patron Dancing Employee Dancing Exotic Dancing Topless Entertainment
 Video/Arcade Games Third Party Promoters Security Personnel
 Other (specify):

16. Licensed Outdoor Area: (Check all that apply)
 None Patio or Deck Rooftop Garden/Grounds Freestanding Covered Structure
 Sidewalk Cafe Other (specify): COMPLETE GROUNDS



State Liquor Authority

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

Standardized NOTICE FORM for Providing 30-Day Advanced Notice to a Local Municipality or Community Board

(Page 2 of 2)

- 17. List the floor(s) of the building that the establishment is located on:
- 18. List the room number(s) the establishment is located in within the building, if appropriate:
- 19. Is the premises located within 500 feet of three or more on-premises liquor establishments? Yes No
- 20. Will the license holder or a manager be physically present within the establishment during all hours of operation? Yes No
- 21. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee.
- 22. Does the applicant or licensee own the building in which the establishment is located? Yes (If Yes SKIP 23-26) No

Owner of the Building in Which the Licensed Establishment is Located

- 23. Building Owner's Full Name:
- 24. Building Owner's Street Address:
- 25. City, Town or Village: State: Zip Code:
- 26. Business Telephone Number of Building Owner:

Representative or Attorney representing the Applicant in Connection with the application for a license to traffic in alcohol at the establishment identified in this notice

- 27. Representative/Attorney's Full Name:
- 28. Street Address:
- 29. City, Town or Village: State: Zip Code:
- 30. Business Telephone Number of Representative/Attorney:
- 31. Business Email Address:

I am the applicant or hold the license or am a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under Penalty of Perjury - that the representations made in this form are true.

32. Printed Name: Title:

Signature: X

ATTACHMENT 17

Memo

TOWN OF CANANDAIGUA
5440 RTES 5 & 20 WEST
CANANDAIGUA, NY 14424
(716) 394-1120
FAX (716) 394-9476

PAGES: 1

DATE: January 3, 2018
TO: Town Board
FROM: Doug Finch, Town Manager
SUBJECT: Budget Transfers – 2017 Budget

The following budget transfers are required for 2017 expenses paid or submitted for payment through December 31, 2017.

Account #	Description	To	From
	GENERAL		
A.1355.400	Assessor, Contractual	4229.20	
A.1420.400	Attorney		4229.20
A.1940.200	Purchase Land	2690.54	
A.1940.400	Purchase Land		2690.54
A.1460.400	Records Mgmt	42.06	
A.8020.400	Plan.Contr		42.06
A.7110.402	Park, Tree & L	1769.15	
A.7110.400	Park.Contr		1769.15
A.9060.820	Hosp.Buy-Out	615.12	
A.1990.400	Contingency		615.12
	HIGHWAY		
D.9030.800	Social Security	1385.99	
D.5110.400	General Repairs		1385.99
	WATER		
F.8310.410	Legal Services	2000.00	
F.8310.450	Engineering		2000.00

ATTACHMENT 18



C. Allan Reeve, Esq.
Marc S. Brown, Esq.
Christian M. Nadler, Esq.
Guy A. Talia, Esq.

November 3, 2017

Mr. Thomas Schwartz, Chairman
Town of Canandaigua Planning Board
5440 Routes 5 & 20
Canandaigua, New York 14424

RE: Creekview Apartments / DiMarco
Easement Review

Dear Mr. Schwartz,

I have reviewed the following documents for compliance with the Planning Board's Conditions of Preliminary and Final Site Plan Approval:

- (1) Utility and Access Easement
- (2) Drainage Easement
- (3) Sidewalk Easement
- (4) Mutual Cross-Access Easement
- (5) Management Agreement
- (6) Management Plan
- (7) Cooperation Agreement

I hereby conditionally approve these documents subject to the following:

1. All documents must be submitted for approval to the Planning Board Attorney in final form, suitable for recording at the Ontario County Clerk's Office within thirty (30) days after the issuance of the first building permit. Failure to do so shall invalidate any and all approvals and will subject any permits issued to revocation.

Mr. Thomas Schwartz, Chair
Town of Canandaigua
Planning Board
November 3, 2017
Page 2

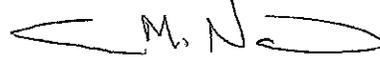
2. All easements must be recorded at the Ontario County Clerk's Office within one hundred twenty (120) days after the issuance of the first building permit. Proof of recording shall be provided to the Development Office and to Reeve Brown PLLC within five (5) business days after recording. Failure to do so shall invalidate any and all approvals and will subject any permits issued to revocation.
3. Fully executed versions of the Management Agreement and Cooperation Agreement shall be submitted to the Development Office and to Reeve Brown PLLC within thirty days after approval of finalized versions by the Planning Board Attorney.
4. Each easement shall include "inspection purposes" as an allowed use.

If you have any questions or if you need anything further please do not hesitate to contact me.

Very truly yours,

REEVE BROWN^{PLLC}

By:



Christian M. Nadler, Esq.
Direct Dial: (585) 310-1608
cnadler@reevebrownlaw.com

cc: Doug Finch
Chris Jensen
Eric Cooper
Lance Brabant
Paul Colucci
Bill Durdel
Greg Firster
Peter Vars

October 2, 2017

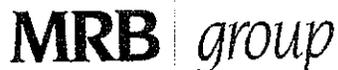
Mr. Chris Nadler, Planning Board Attorney
Town of Canandaigua, Planning Board
5440 Routes 5 & 20 West
Canandaigua, NY 14424

**RE: CREEKVIEW APARTMENTS AT WOODLAND PARK, PHASE 1
EASEMENT REVIEW
TAX MAP NO. 84.00-1-19, 84.00-1-20.11, 84.00-1-20.12 & 84.00-1-43.1
CPN No. 013-17
MRB PROJECT NO.: 0300.12001.000 PHASE 111**

Dear Mr. Brocklebank:

MRB Group has completed a review of the legal descriptions and easement mapping prepared by BME Associates for the following:

- Proposed Description of Road 'A' to be Dedicated to the Town of Canandaigua
- Proposed Description of A 20' Right of Way to be Abandoned through the Lands of Westbrook
- Proposed Description of a 10' wide Watermain Easement (WME-1) to the Town of Canandaigua through Lot 1
- Proposed Description of a 7' wide Sidewalk Easement (SWE-1) to the Town of Canandaigua though Lands of Gregory Westbrook
- Proposed Description of a 7' wide Sidewalk Easement (SWE-2) to the Town of Canandaigua though Lands of Gordon VanGelder
- Proposed Description of a 7' wide Sidewalk Easement (SWE-3) to the Town of Canandaigua though Lands of Gordon VanGelder
- Proposed Description of a 7' wide Sidewalk Easement (SWE-4) to the Town of Canandaigua though Lands of James & Irene Vanlaeken
- Proposed Description of a 7' wide Sidewalk Easement (SWE-5) to the Town of Canandaigua though Lands of PW Mcalpin, LLC
- Proposed Description of a 7' wide Sidewalk Easement (SWE-6) to the Town of Canandaigua though Lands of PW Mcalpin, LLC
- Proposed Description of a 7' wide Sidewalk Easement (SWE-7) to the Town of Canandaigua though Lands of Martin McMillan



- Proposed Description of a Private 10' wide Sanitary Sewer Easement (PUE-1) to T.A. No. 84.00-1-22 through Lands of Westbrook
- Proposed Description of a Private 10' wide Sanitary Sewer Easement (PUE-2) to T.A. No. 84.00-1-20.220 through Lands of Westbrook
- Proposed Description of a Private 10' wide Sanitary Sewer Easement (PUE-3) to T.A. No. 84.00-1-20.120 through Lands of Gregory Westbrook
- Proposed Description of a 20' wide Sanitary Sewer Easement (SE-1) to the Town of Canandaigua Lake County Sewer District through Lands of Westbrook
- Proposed Description of a 20' wide Sanitary Sewer Easement (SE-2) to the Town of Canandaigua Lake County Sewer District through Lands of Westbrook
- Proposed Description of An Access Easement (AE-1) to the Finger Lakes Radio Group Inc. through the Lands of Gregory Westbrook
- Proposed Description of a Drainage Easement & Access Easement (DE-1) to the Town of Canandaigua through Lots 1 & 4

Based on our review of the above-referenced legal descriptions and easement mapping, we find the documents to be accurate and complete.

This has been forwarded to your attention for review and approval as required by the Town of Canandaigua. Please complete your review and forward your findings to the Town Development Office.

Please feel free to contact our office with any comments or questions you may have in this regard. Thank you.

Respectfully submitted,

A handwritten signature in black ink that reads "Shaun R. Logue".

Shaun R. Logue
Planning Associate

Cc: Doug Finch, Town Manager
Chris Jensen, P.E., Code Enforcement Officer
Jim Fletcher, Highway and Water Superintendent
Lance S. Brabant, CPESC, MRB Group, D.P.C.
Michael C. Bogojevski, P.E., BME Associates

Jean Chrisman

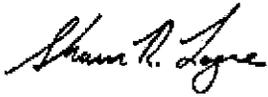
From: Logue, Shaun [SLogue@mrbgroup.com]
Sent: Thursday, October 05, 2017 11:04 AM
To: jchrisman@townofcanandaigua.org
Cc: Logue, Shaun
Subject: Easement Review Letter - Amended
Attachments: Creekview Easement Review 10.2.17.pdf

Hello Jean:

Attached is an amended version of the Easement Review letter eliminating the 'Farmington' reference.

Sorry for the confusion.

Thanks,



Shaun Logue
Planning Associate

MRB | group

The Culver Road Armory
145 Culver Road, Suite 160
Rochester, NY 14620
(585) 381-9250 Phone
(585) 381-1008 Fax

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2490A
DNZ
REVISED
9/18/17

Proposed Description of
a 7' wide Sidewalk Easement (SWE-1)
to the Town of Canandaigua
through Lands of Gregory Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 1769 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-1," prepared by BME Associates, having drawing number 2490A-25, last revised September 18, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Gregory Westbrook (TA No. 84.00-1-43.1), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. N 89°45'48" W, a distance of 7.00 feet to a point; thence
2. N 00°16'13" E, a distance of 258.79 feet to a point on the southerly right-of-way line of proposed Road 'A'; thence
3. Southerly, along a non-tangent curve to the right, having a radius of 30.00 feet, and a chord bearing of S19°42'07"E, a distance of 20.91 feet to a point; thence
4. S 00°16'13" W, a distance of 239.52 feet to the Point of Beginning.

2490A
DNZ
REVISED
9/18/17

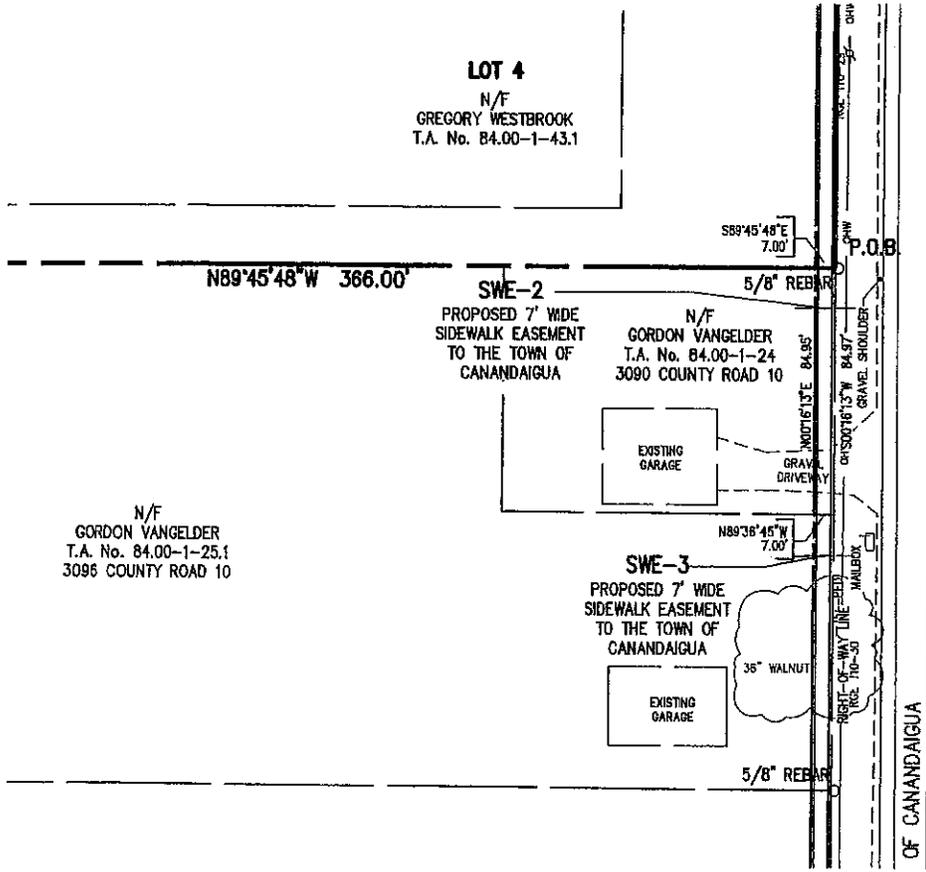
Proposed Description of
a 7' wide Sidewalk Easement (SWE-2)
to the Town of Canandaigua
through Lands of Gordon VanGelder

ALL THAT TRACT OR PARCEL OF LAND containing 586 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-2," prepared by BME Associates, having drawing number 2490A-26, last revised September 18, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Gregory Westbrook (TA No. 84.00-1-43.1), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. S 00°16'13" W, a distance of 84.97 feet to a point; thence
2. N 89°36'45" W, a distance of 7.00 feet to a point; thence
3. N 00°16'13" E, a distance of 84.95 feet to a point; thence
4. S 89°45'48" E, a distance of 7.00 feet to the Point of Beginning.

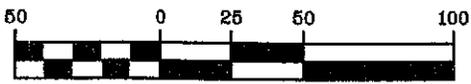
EASEMENT PLAN OF SWE--2



N/F
GORDON VANGELDER
T.A. No. 84.00-1-25.1
3096 COUNTY ROAD 10

TOWN LINE ROAD - COUNTY ROAD 10
(RIGHT-OF-WAY WIDTH VARIES)

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

REVISED DIRECTION OF BEARING ON NORTH LINE SWE-2 9/18/17 DNZ

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
"UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7209, OF THE NEW YORK STATE EDUCATION LAW."

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ENGINEERS • SURVEYORS • LANDSCAPE ARCHITECTS
10 LIFT BRIDGE LANE EAST
FAIRPORT, NEW YORK 14450
PHONE 585-377-7360
FAX 585-377-7369

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
DATE: 08-30-17

SCALE: 1"=50'
DWG NO: 2490A-26



2490A
DNZ
REVISED
9/18/17

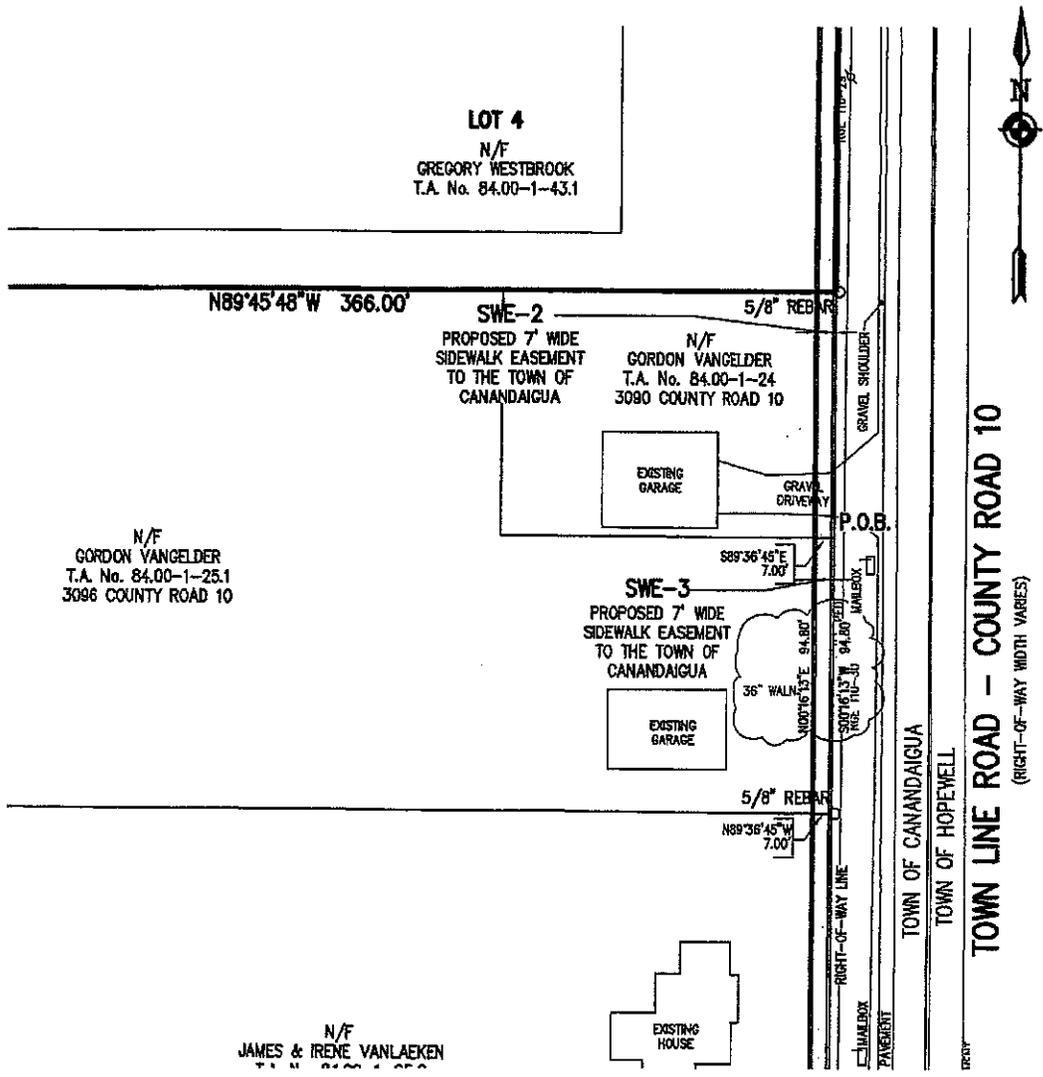
Proposed Description of
a 7' wide Sidewalk Easement (SWE-3)
to the Town of Canandaigua
through Lands of Gordon VanGelder

ALL THAT TRACT OR PARCEL OF LAND containing 664 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-3," prepared by BME Associates, having drawing number 2490A-27, dated August 30, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Gordon VanGelder (TA No. 84.00-1-24), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. S 00°16'13" W, a distance of 94.80 feet to a point; thence
2. N 89°36'45" W, a distance of 7.00 feet to a point; thence
3. N 00°16'13" E, a distance of 94.80 feet to a point; thence
4. S 89°36'45" E, a distance of 7.00 feet to the Point of Beginning.

EASEMENT PLAN OF SWE-3



N/F
GORDON VANGELDER
T.A. No. 84.00-1-25.1
3096 COUNTY ROAD 10

LOT 4
N/F
GREGORY WESTBROOK
T.A. No. 84.00-1-43.1

SWE-2
PROPOSED 7' WIDE
SIDEWALK EASEMENT
TO THE TOWN OF
CANANDAIGUA

N/F
GORDON VANGELDER
T.A. No. 84.00-1-24
3090 COUNTY ROAD 10

SWE-3
PROPOSED 7' WIDE
SIDEWALK EASEMENT
TO THE TOWN OF
CANANDAIGUA

N/F
JAMES & IRENE VANLAEKEN

TOWN LINE ROAD - COUNTY ROAD 10
(RIGHT-OF-WAY WIDTH VARIES)

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19

COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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FAX 385-377-7309

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
DATE: 08-30-17

SCALE: 1"=50'
DWG NO: 2490A-27



2490A
DNZ
REVISED
9/18/17

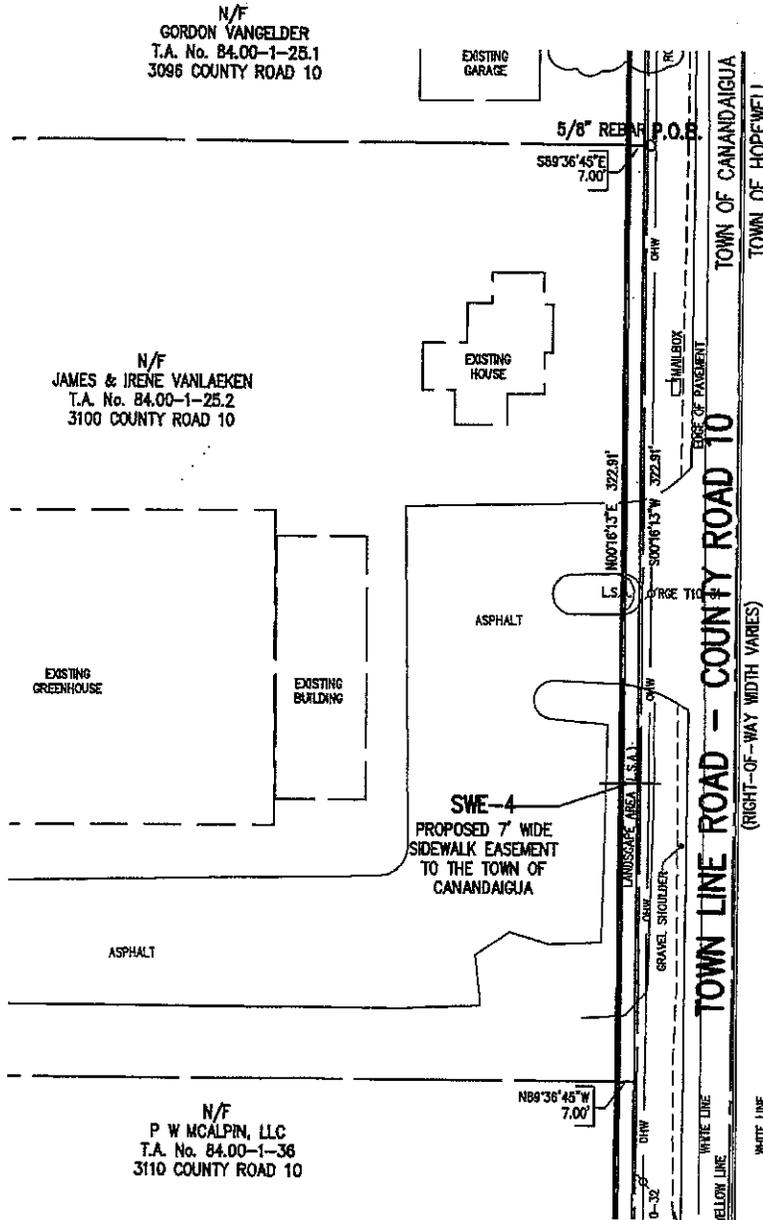
Proposed Description of
a 7' wide Sidewalk Easement (SWE-4)
to the Town of Canandaigua
through Lands of James & Irene Vanlaeken

ALL THAT TRACT OR PARCEL OF LAND containing 2,260 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-4," prepared by BME Associates, having drawing number 2490A-28, dated August 30, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of Gordon VanGelder (TA No. 84.00-1-25.1), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. S 00°16'13" W, a distance of 322.91 feet to a point; thence
2. N 89°36'45" W, a distance of 7.00 feet to a point; thence
3. N 00°16'13" E, a distance of 322.91 feet to a point; thence
4. S 89°36'45" E, a distance of 7.00 feet to the Point of Beginning.

EASEMENT PLAN OF SWE-4



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19
 COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
 UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7206, OF THE NEW YORK STATE EDUCATION LAW.

BME ASSOCIATES

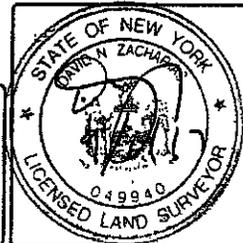
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 FAX 515-377-7309

CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
 DATE: 08-30-17

SCALE: 1"=50'
 DWG NO: 2490A-28



2490A
DNZ
REVISED
9/18/17

Proposed Description of
a 7' wide Sidewalk Easement (SWE-5)
to the Town of Canandaigua
through Lands of PW Mcalpin, LLC

ALL THAT TRACT OR PARCEL OF LAND containing 1,645 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-5," prepared by BME Associates, having drawing number 2490A-29, dated August 30, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of James & Irene Vanlaeken (TA No. 84.00-1-25.2), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

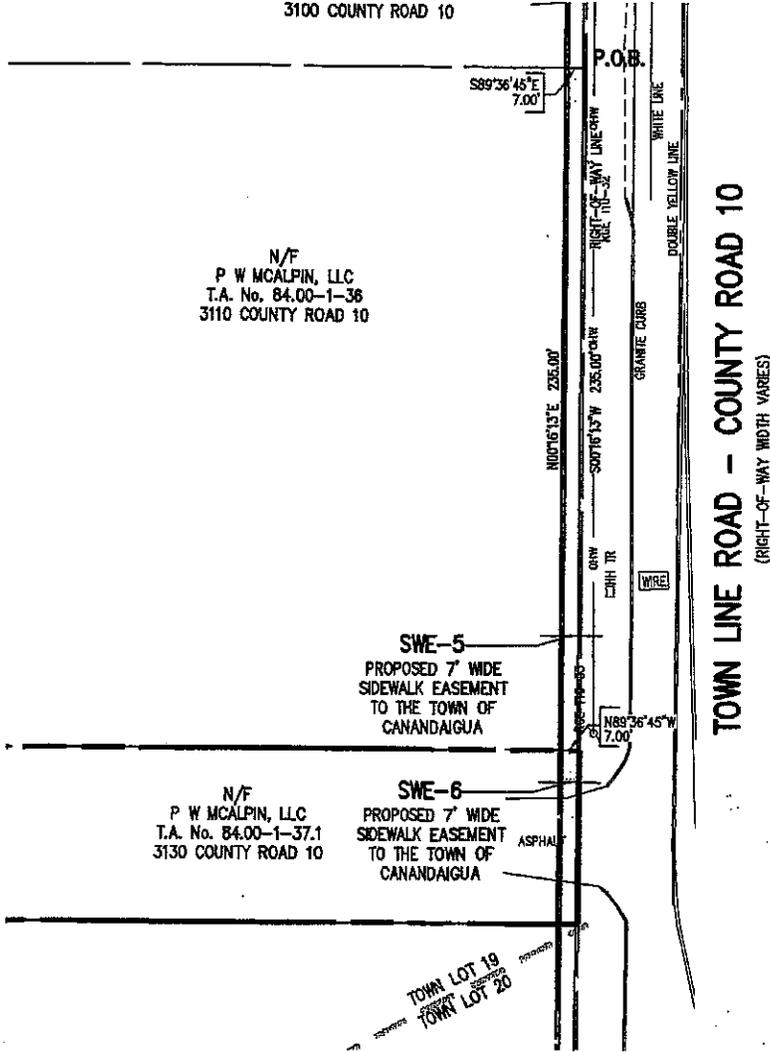
1. S 00°16'13" W, a distance of 235.00 feet to a point; thence
2. N 89°36'45" W, a distance of 7.00 feet to a point; thence
3. N 00°16'13" E, a distance of 235.00 feet to a point; thence
4. S 89°36'45" E, a distance of 7.00 feet to the Point of Beginning.

EASEMENT PLAN OF SWE-5

N/F
 JAMES & IRENE VANLAEKEN
 T.A. No. 84.00-1-25.2
 3100 COUNTY ROAD 10

N/F
 P W MCALPIN, LLC
 T.A. No. 84.00-1-36
 3110 COUNTY ROAD 10

N/F
 P W MCALPIN, LLC
 T.A. No. 84.00-1-37.1
 3130 COUNTY ROAD 10



GRAPHIC SCALE



(IN FEET)
 1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19

COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL, OR EMBOSSED SEAL, SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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 FAIRPORT, NEW YORK 14450
 PHONE 585-377-7368
 FAX 585-377-7169

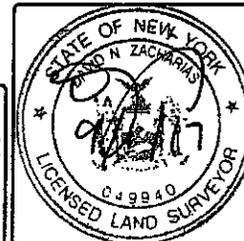
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CREEKVIEW APARTMENTS © WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
 DATE: 08-30-17

SCALE: 1"=50'
 DWG NO: 2490A-29



2490A
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REVISED
9/18/17

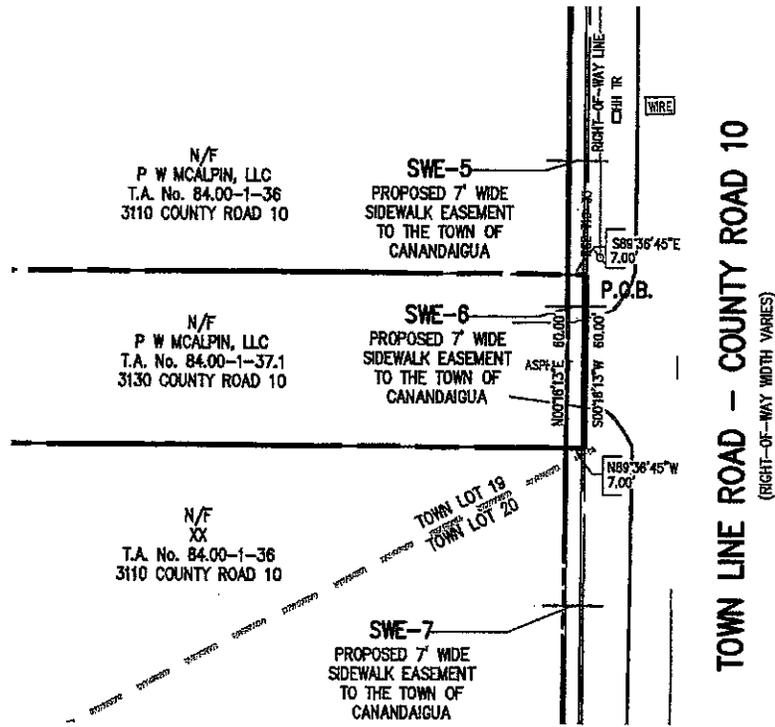
Proposed Description of
a 7' wide Sidewalk Easement (SWE-6)
to the Town of Canandaigua
through Lands of PW Mcalpin, LLC

ALL THAT TRACT OR PARCEL OF LAND containing 420 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-6," prepared by BME Associates, having drawing number 2490A-30, dated August 30, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of PW Mcalpin, LLC (TA No. 84.00-1-36), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. S 00°16'13" W, a distance of 60.00 feet to a point; thence
2. N 89°36'45" W, a distance of 7.00 feet to a point; thence
3. N 00°16'13" E, a distance of 60.00 feet to a point; thence
4. S 89°36'45" E, a distance of 7.00 feet to the Point of Beginning.

EASEMENT PLAN OF SWE-6



TOWN LINE ROAD - COUNTY ROAD 10
(RIGHT-OF-WAY WIDTH VARIES)

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7209, OF THE NEW YORK STATE EDUCATION LAW.

BME ASSOCIATES

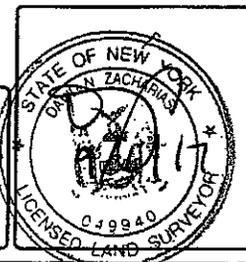
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FAX 585-371-7309

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
DATE: 08-30-17

SCALE: 1"=50'
DWG NO: 2490A-30



2490A
DNZ
REVISED
9/18/17

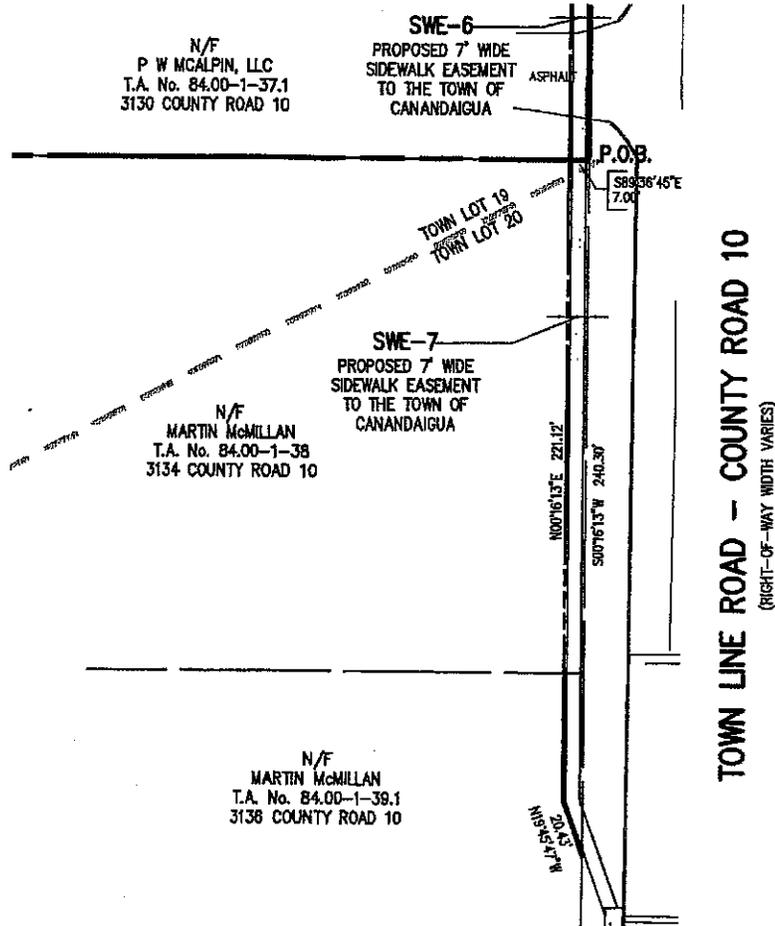
Proposed Description of
a 7' wide Sidewalk Easement (SWE-7)
to the Town of Canandaigua
through Lands of Martin McMillan

ALL THAT TRACT OR PARCEL OF LAND containing 1,615 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 19 and 20, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SWE-7," prepared by BME Associates, having drawing number 2490A-31, dated August 30, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the southerly boundary line of lands now or formerly of PW Mcalpin, LLC (TA No. 84.00-1-37.1), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

1. S 00°16'13" W, a distance of 240.30 feet to a point; thence
2. N 19°45'47" W, a distance of 20.43 feet to a point; thence
3. N 00°16'13" E, a distance of 221.12 feet to a point; thence
4. S 89°36'45" E, a distance of 7.00 feet to the Point of Beginning.

EASEMENT PLAN OF SWE-7



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOTS 19 & 20
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL BARED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7209, OF THE NEW YORK STATE EDUCATION LAW.

BME ASSOCIATES

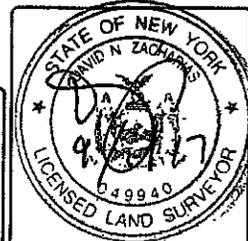
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CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
DATE: 08-30-17

SCALE: 1"=50'
DWG NO: 2490A-31



Proposed Description of
a Drainage Easement & Access Easement (DE-1)
to the Town of Canandaigua
through Lots 1 & 4

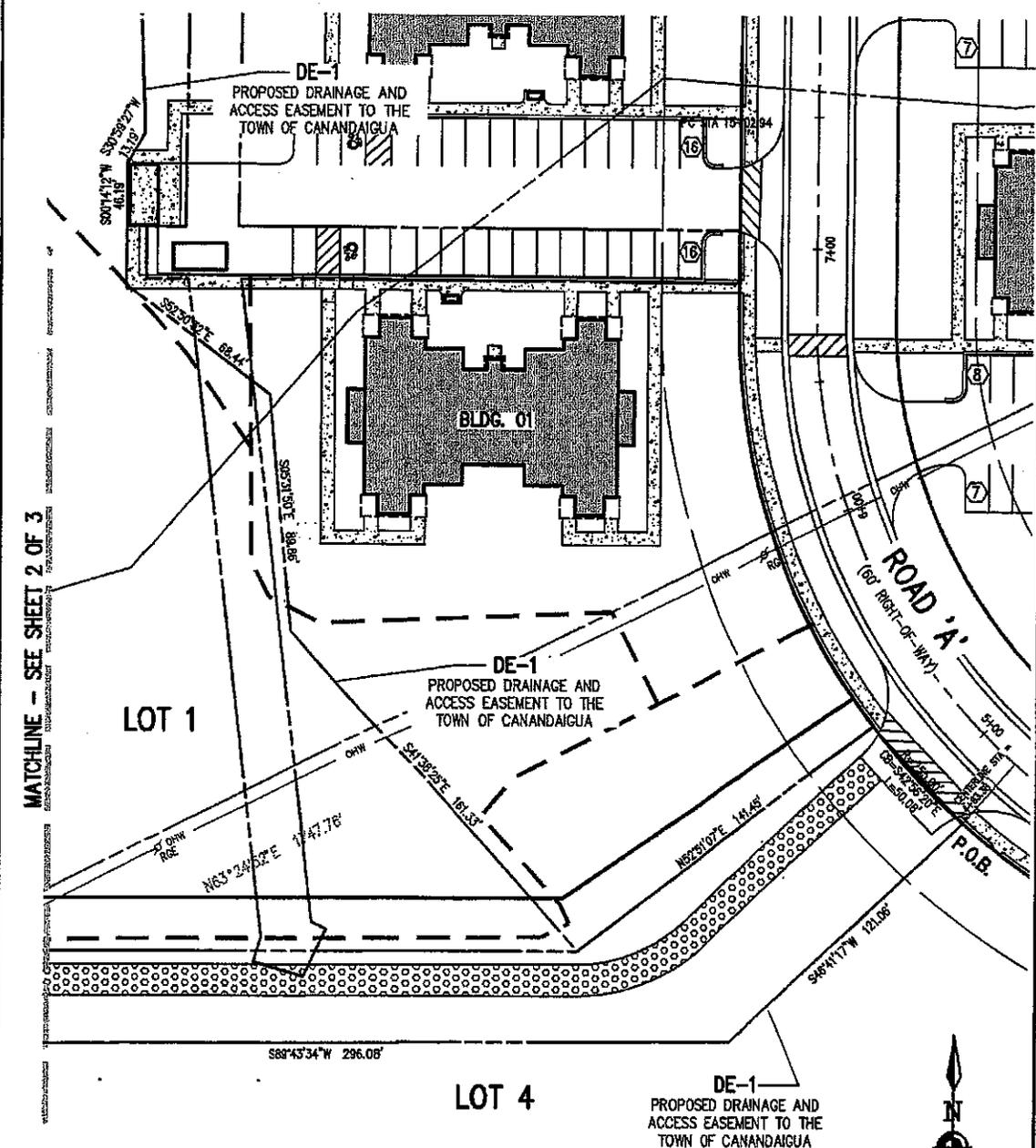
ALL THAT TRACT OR PARCEL OF LAND containing 4.572 acres more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 18 & 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of DE-1," prepared by BME Associates, having drawing numbers 2490A-33, 2490A-34, and 2490A-35, dated August 31, 2017, being more particularly bounded and described as follows:

Beginning at a point on the westerly right-of-way line of proposed Road 'A' (60' Right-of-Way) and having a centerline station of 4+83.38; thence

1. S 46°41'17" W, a distance of 121.06 feet to a point; thence
2. S 89°43'34" W, a distance of 296.08 feet to a point; thence
3. S 65°52'36" W, a distance of 45.91 feet to a point; thence
4. S 34°48'51" W, a distance of 28.77 feet to a point; thence
5. N 65°51'58" W, a distance of 103.87 feet to a point; thence
6. N 90°00'00" W, a distance of 83.41 feet to a point; thence
7. N 22°28'42" W, a distance of 200.61 feet to a point; thence
8. N 63°24'52" E, a distance of 117.33 feet to a point; thence
9. N 11°22'30" E, a distance of 395.64 feet to a point; thence
10. N 90°00'00" E, a distance of 105.04 feet to a point; thence
11. S 03°27'31" E, a distance of 131.17 feet to a point; thence
12. N 90°00'00" E, a distance of 86.33 feet to a point; thence
13. S 01°52'18" E, a distance of 150.50 feet to a point; thence

14. S 30°59'27" W, a distance of 13.19 feet to a point; thence
15. S 00°14'12" W, a distance of 46.19 feet to a point; thence
16. S 52°50'32" E, a distance of 68.44 feet to a point; thence
17. S 05°31'50" E, a distance of 89.86 feet to a point; thence
18. S 41°38'25" E, a distance of 161.33 feet to a point; thence
19. N 52°51'07" E, a distance of 141.45 feet to a point; thence
20. Southeasterly, along a non-tangent curve to the left, having a radius of 255.00 feet, and a chord bearing of S 42°56'20"E, a distance of 50.08 feet to the Point of Beginning.

EASEMENT PLAN OF DE-1



MATCHLINE - SEE SHEET 2 OF 3

LOT 1

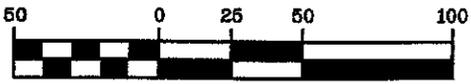
LOT 4

BLDG. 01

ROAD 'A'
(16' RIGHT-OF-WAY)



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOTS 18 & 19
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL OINKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
 UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7209, OF THE NEW YORK STATE EDUCATION LAW.

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 FAIRPORT, NEW YORK 14450
 PHONE 515-377-7360
 FAX 515-377-7359

CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



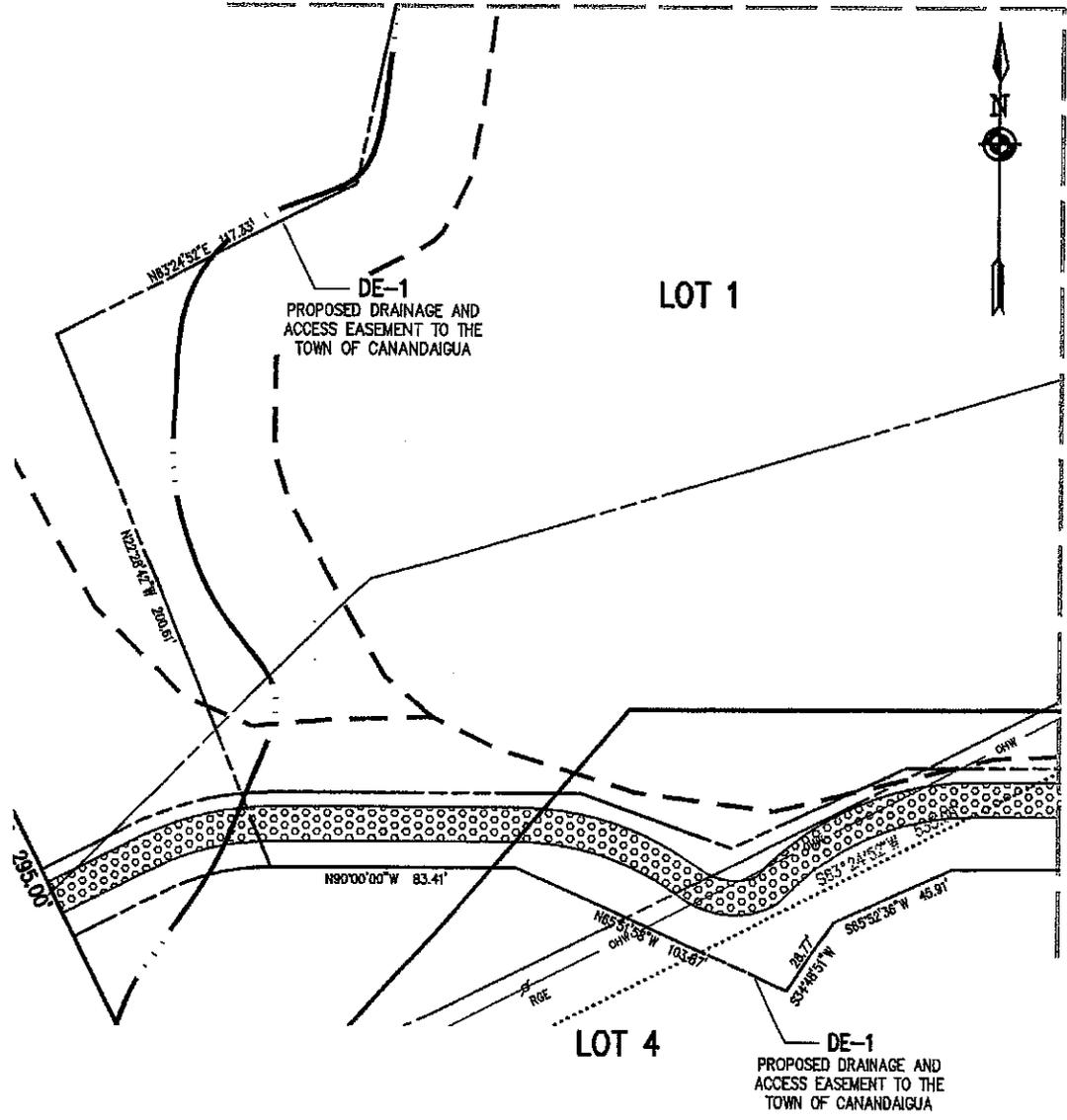
DRAWN BY: DNZ
 DATE: 08-31-17

SCALE: 1"=50'
 DWG NO: 2490A-33
 (SHEET 1 OF 3)

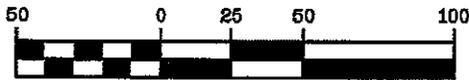


EASEMENT PLAN OF DE-1

MATCHLINE - SEE SHEET 3 OF 3



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOTS 18 & 19
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL BOXED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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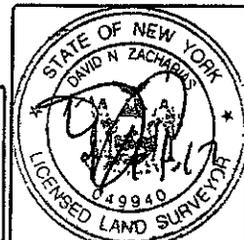
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CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK

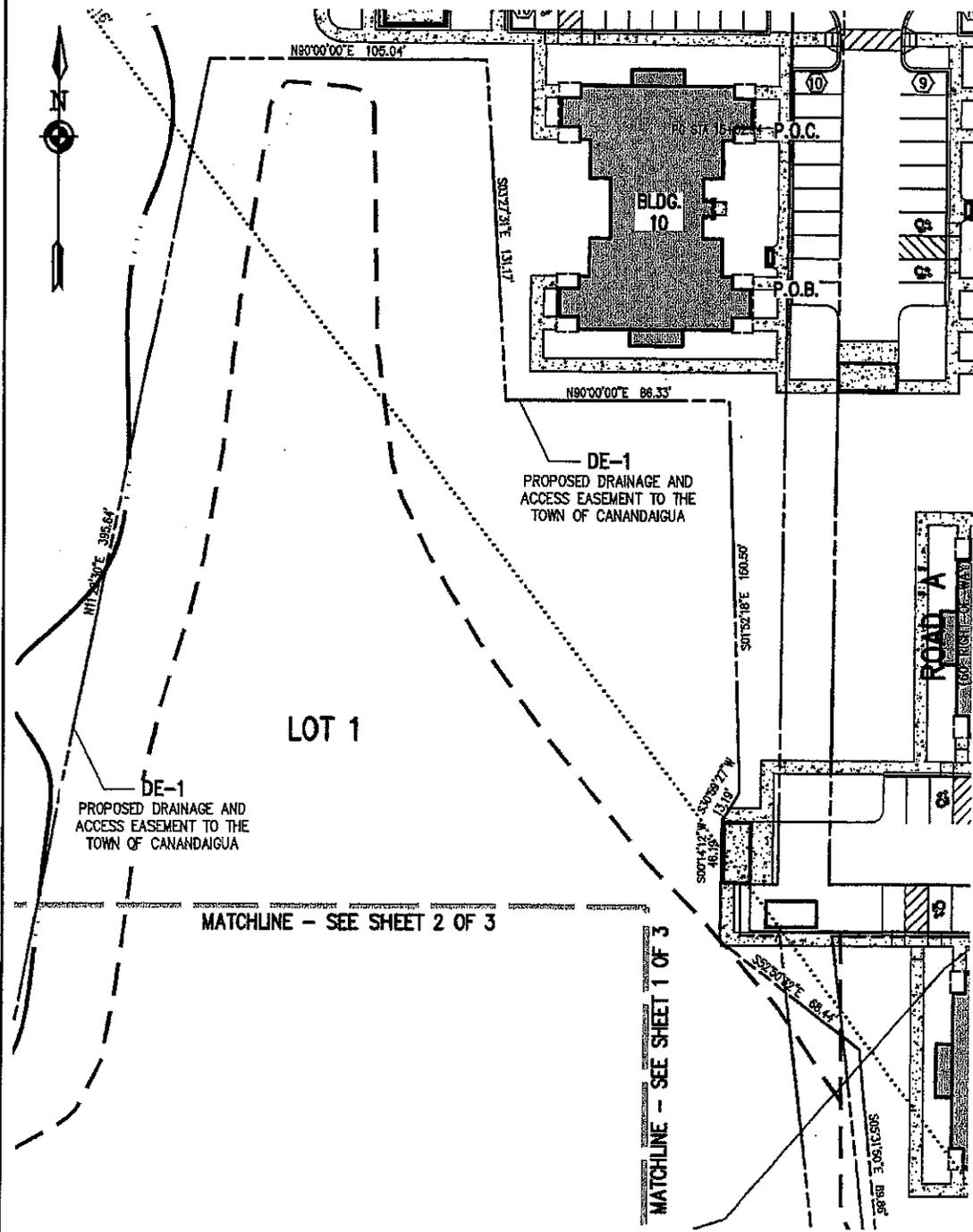


DRAWN BY: DNZ
 DATE: 08-31-17

SCALE: 1"=50'
 DWG NO: 2480A-34
 (SHEET 2 OF 3)



EASEMENT PLAN OF DE-1



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOTS 18 & 19
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 FAIRPORT, NEW YORK 14459
 PHONE 515-377-7300
 FAX 515-377-7309

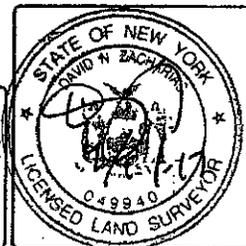
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 BME Associates

CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
 DATE: 08-31-17

SCALE: 1"=50'
 DWG NO: 2490A-35
 (SHEET 3 OF 3)



2490A
DNZ
Revised
9/18/17

Proposed Description of
a 10' wide Watermain Easement
(WME-1) to the Town of
Canandaigua through Lot 1

ALL THAT TRACT OR PARCEL OF LAND containing 1,615 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of WME-1," prepared by BME Associates, having drawing number 2490A-32, dated August 31, 2017, being more particularly bounded and described as follows:

Commencing at a point on the westerly right-of-way line of proposed Road 'A' and having a PC station of 15+02.94; thence

- A. S 00°14'12" W, a distance of 61.33 feet to the Point of Beginning; thence
 1. S 00°14'12" W, a distance of 10.00 feet to a point; thence
 2. N 89°45'48" W, a distance of 152.26 feet to a point; thence
 3. S 00°00'00" W, a distance of 55.50 feet to a point; thence
 4. N 90°00'00" E, a distance of 19.72 feet to a point; thence
 5. S 00°00'00" W, a distance of 10.00 feet to a point; thence
 6. N 90°00'00" W, a distance of 29.72 feet to a point; thence
 7. N 00°00'00" E, a distance of 75.54 feet to a point; thence
 8. S 89°45'48" E, a distance of 162.30 feet to the Point of Beginning.

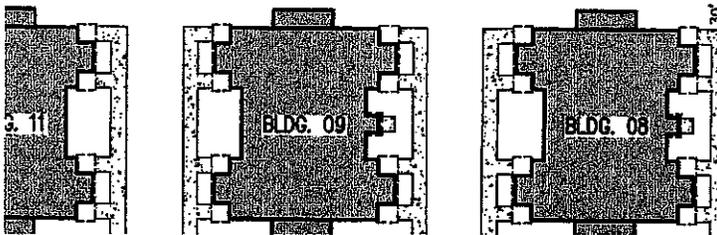
EASEMENT PLAN OF WME-1

WME-1
PROPOSED 10' WIDE WATER MAIN
EASEMENT TO THE TOWN OF
CANANDAIGUA

LOT 2

LOT 1

CLUBHOUSE



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 18
COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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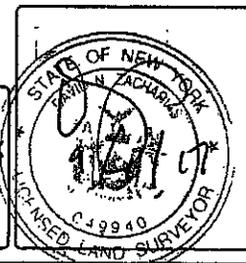
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FAIRPORT, NEW YORK 14450
PHONE 565-377-7360
FAX 565-377-7369

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: DNZ
DATE: 08-31-17

SCALE: 1"=50'
DWG NO: 2490A-32



2490A
KAM
Revised
9/18/17

Proposed Description of
An Access Easement (AE-1)
to the Finger Lakes Radio Group Inc.
through Lands of Gregory Westbrook

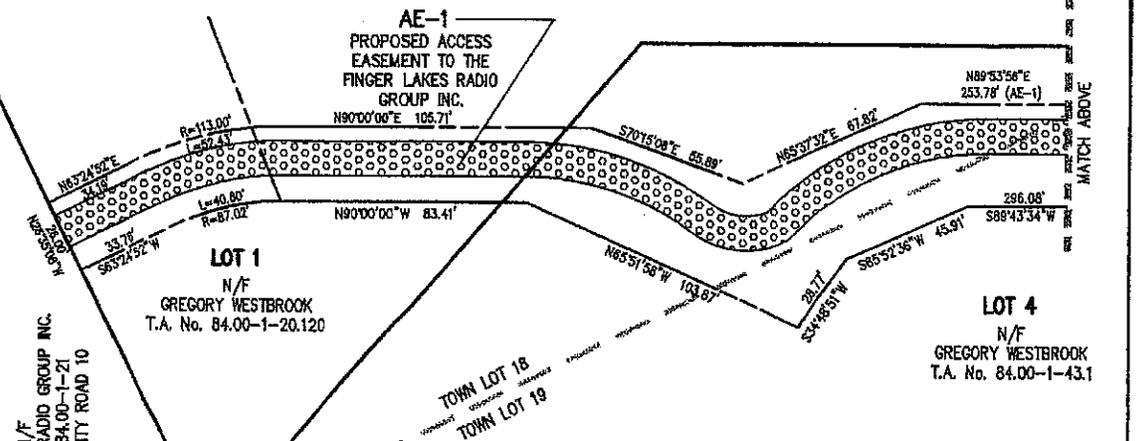
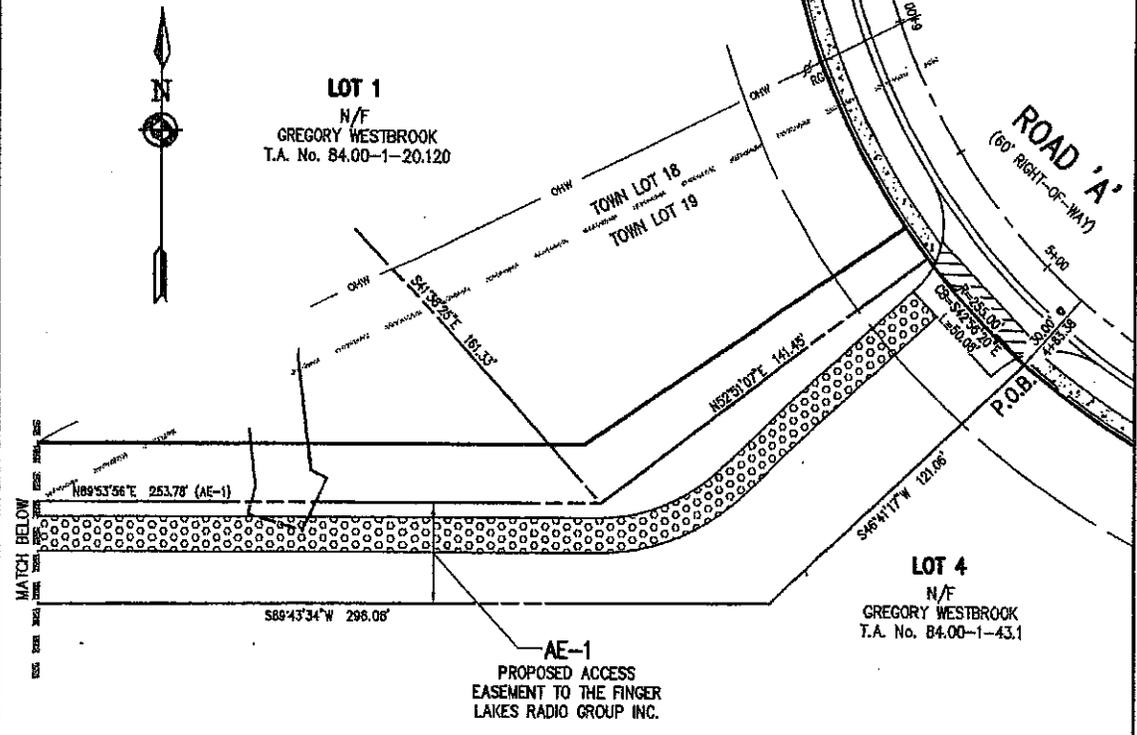
ALL THAT TRACT OR PARCEL OF LAND containing 27,222 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 18 & 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of AE-1" prepared by BME Associates, having drawing number 2490A-40, dated September 7, 2017, being more particularly bounded and described as follows:

Beginning at a point on the westerly right-of-way line of Road 'A' at 30.00' offset from centerline station 4+83.38; thence

1. S 46°41'17" W, a distance of 121.06 feet to a point; thence
2. S 89°43'34" W, a distance of 296.08 feet to a point; thence
3. S 65°52'36" W, a distance of 45.91 feet to a point; thence
4. S 34°48'51" W, a distance of 28.77 feet to a point; thence
5. N 65°51'58" W, a distance of 103.87 feet to a point; thence
6. N 90°00'00" W, a distance of 83.41 feet to a point; thence
7. Westerly, along a curve to the left, having a radius of 87.02 feet, a distance of 40.80 feet to a point; thence
8. S 63°24'52" W, a distance of 33.76 feet to a point on the easterly boundary line of lands now or formerly of Finger Lakes Radio Group Inc. (T.A. No. 84.00-1-21); thence
9. N 26°35'08" W, along said easterly boundary line of Finger Lakes Radio Group Inc., a distance of 26.00 feet to a point; thence
10. N 63°24'52" E, a distance of 34.19 feet to a point; thence
11. Northeasterly, along a curve to the right, having a radius of 113.00 feet, a distance of 52.43 feet to a point; thence

12. N $90^{\circ}00'00''$ E, a distance of 105.71 feet to a point; thence
13. S $70^{\circ}15'08''$ E, a distance of 55.89 feet to a point; thence
14. N $65^{\circ}37'32''$ E, a distance of 67.82 feet to a point; thence
15. N $89^{\circ}53'56''$ E, a distance of 253.78 feet to a point; thence
16. N $52^{\circ}51'07''$ E, a distance of 141.45 feet to a point on the aforementioned westerly right-of-way line of Road 'A'; thence
17. Southeasterly, along a non-tangent curve to the left, having a radius of 255.00 feet, and a chord bearing of S $42^{\circ}56'20''$ E, a distance of 50.08 feet to the Point of Beginning.

EASEMENT PLAN OF AE-1



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOTS 18 & 19
 COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
 UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7209, OF THE NEW YORK STATE EDUCATION LAW.

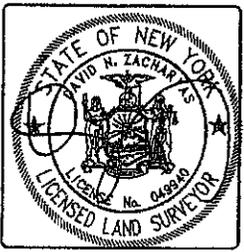
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 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK

DRAWN BY: KAM
 DATE: 9-7-17

SCALE: 1"=50'
 DWG NO: 2490A-40



2490A
KAM
Revised
9/18/17

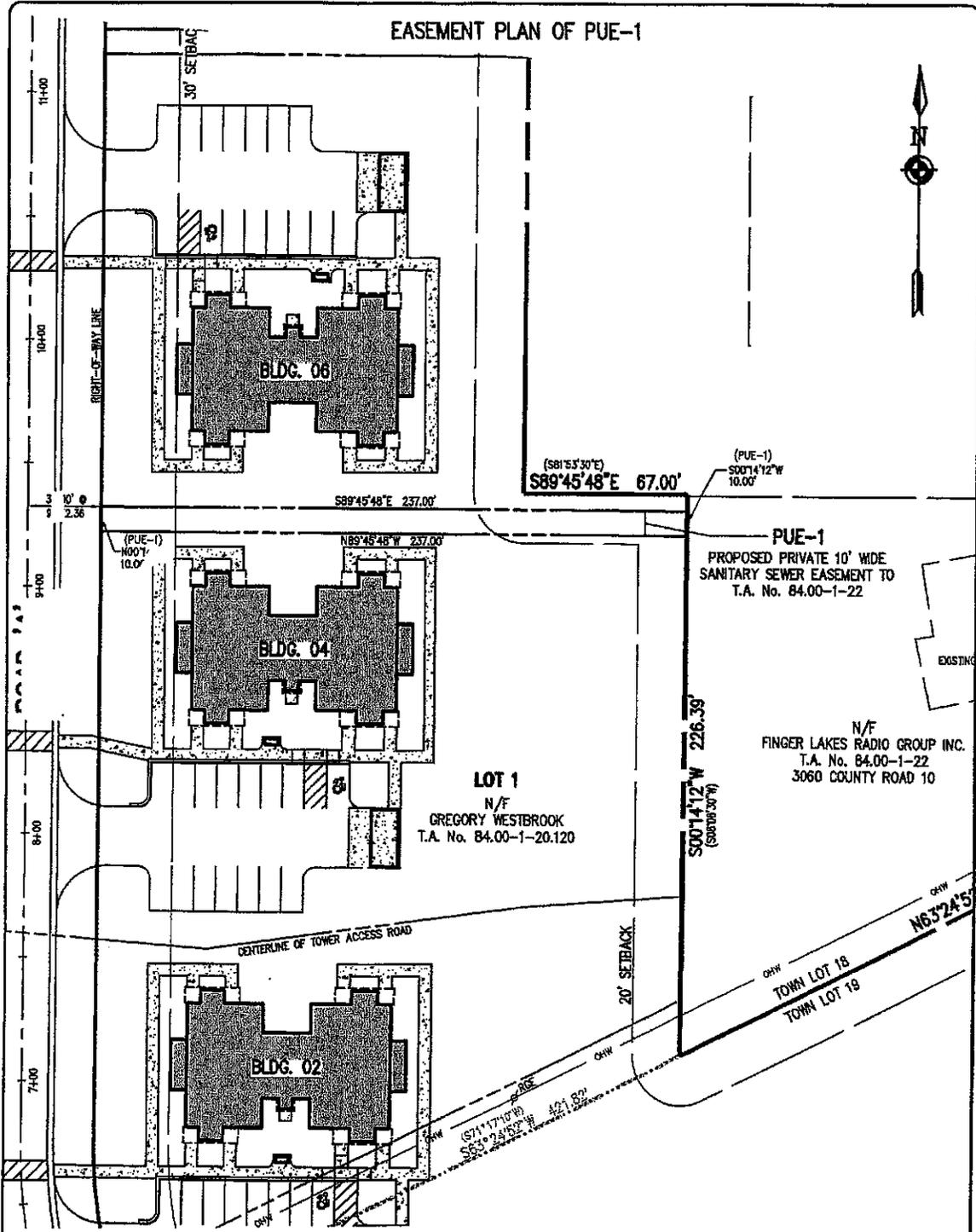
Proposed Description of
a Private 10' wide Sanitary Sewer Easement (PUE-1)
to T.A. No. 84.00-1-22
through Lands of Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 2,370 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of PUE-1," prepared by BME Associates, having drawing number 2490A-36, last revised September 18, 2017, being more particularly bounded and described as follows:

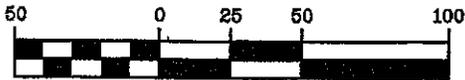
Beginning at a point on the easterly right-of-way line of Road 'A' at 30.00' offset from centerline station 9+32.36; thence

1. S 89°45'48" E, a distance of 237.00 feet to a point on the westerly boundary line of lands now or formerly of Finger Lakes Radio Group Inc. (T.A. No. 84.00-1-22); thence
2. S 00°14'12" W, along said westerly boundary line of Finger Lakes Radio Group Inc., a distance of 10.00 feet to a point; thence
3. N 89°45'48" W, a distance of 237.00 feet to a point on the aforementioned easterly right-of-way line of Road 'A'; thence
4. N 00°14'12" E, along said easterly right-of-way line of Road 'A', a distance of 10.00 feet to the Point of Beginning.

EASEMENT PLAN OF PUE-1



GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 18
 COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: KAM
 DATE: 9-7-17

SCALE: 1"=50'
 DWG NO: 2490A-36



2490A
KAM
Revised
9/18/17

Proposed Description of
a Private 10' wide Sanitary Sewer Easement (PUE-2)
to T.A. No. 84.00-1-20.220
through Lands of Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 1,700 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of PUE-2 & PUE-3," prepared by BME Associates, having drawing number 2490A-37, dated September 7, 2017, being more particularly bounded and described as follows:

Beginning at a point on the easterly right-of-way line of Road 'A' at 30.00' offset from centerline station 11+15.77; thence

1. N 00°14'12" E, along said easterly right-of-way line of Road 'A', a distance of 10.00 feet to a point; thence
2. S 89°45'48" E, a distance of 170.00 feet to a point on the westerly boundary line of lands now or formerly of Habitat for Humanity of Ontario County, NY Inc. (T.A. No. 84.00-1-20.220), 3040 County Road 10; thence
3. S 00°14'12" W, along said westerly boundary line of Habitat for Humanity of Ontario County, NY Inc., a distance of 10.00 feet to a point; thence
4. N 89°45'48" W, a distance of 170.00 feet to the Point of Beginning.

2490A
KAM
Revised
9/18/17

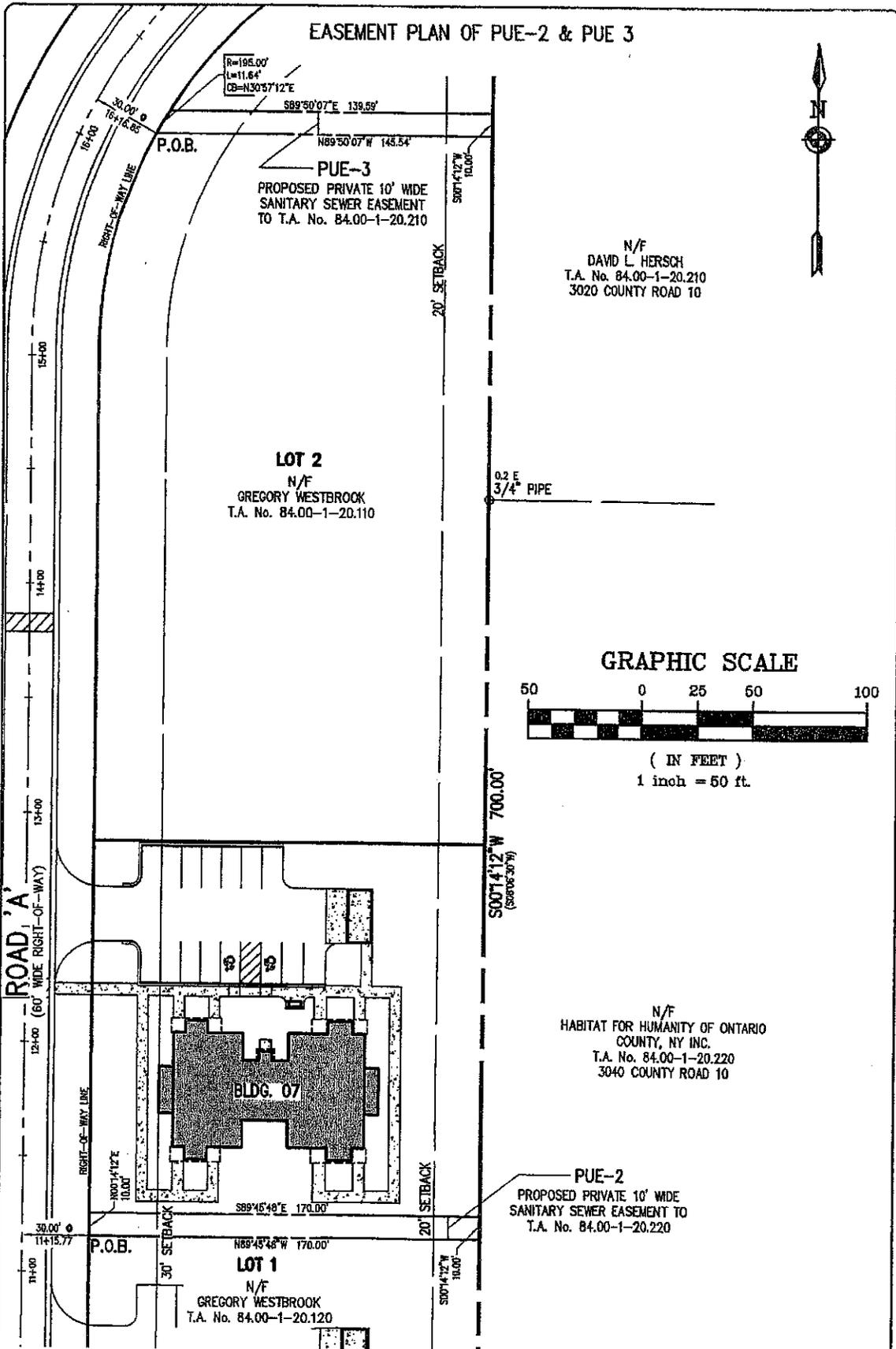
Proposed Description of
a Private 10' wide Sanitary Sewer Easement (PUE-3)
to T.A. No. 84.00-1-20.120
through Lands of Gregory Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 1,426 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of PUE-2 & PUE-3," prepared by BME Associates, having drawing number 2490A-37, dated September 7, 2017, being more particularly bounded and described as follows:

Beginning at a point on the easterly right-of-way line of Road 'A' at 30.00' offset from centerline station 16+16.85; thence

1. Northeasterly, along said easterly right-of-way line of Road 'A', and along a curve to the right, having a radius of 195.00 feet, a chord bearing of N 30°57'12" E, a distance of 11.64 feet to a point; thence
2. S 89°50'07" E, a distance of 139.59 feet to a point on the westerly boundary line of lands now or formerly of David L. Hersch (T.A. No. 84.00-1-20.210) 3040 County Road 10; thence
3. S 00°14'12" W, along said westerly boundary line of David L. Hersch, a distance of 10.00 feet to a point; thence
4. N 89°50'07" W, a distance of 145.54 feet to the Point of Beginning.

EASEMENT PLAN OF PUE-2 & PUE 3



N/F
DAVID L. HERSCH
T.A. No. 84.00-1-20.210
3020 COUNTY ROAD 10

LOT 2
N/F
GREGORY WESTBROOK
T.A. No. 84.00-1-20.110

N/F
HABITAT FOR HUMANITY OF ONTARIO
COUNTY, NY INC.
T.A. No. 84.00-1-20.220
3040 COUNTY ROAD 10

LOT 1
N/F
GREGORY WESTBROOK
T.A. No. 84.00-1-20.120

PUE-2
PROPOSED PRIVATE 10' WIDE
SANITARY SEWER EASEMENT TO
T.A. No. 84.00-1-20.220

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 18
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FAX 585-377-7300

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK

DRAWN BY: KAM
DATE: 9-7-17

SCALE: 1"=50'
DWG NO: 2490A-37



2490A
KAM
Revised
9/18/17

Proposed Description of
a 20' wide Sanitary Sewer Easement (SE-1)
to the Canandaigua Lake County Sewer District
through Lands of Westbrook

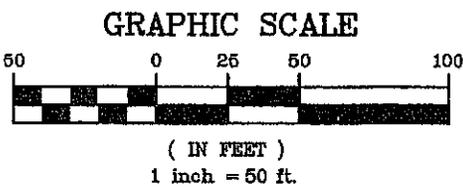
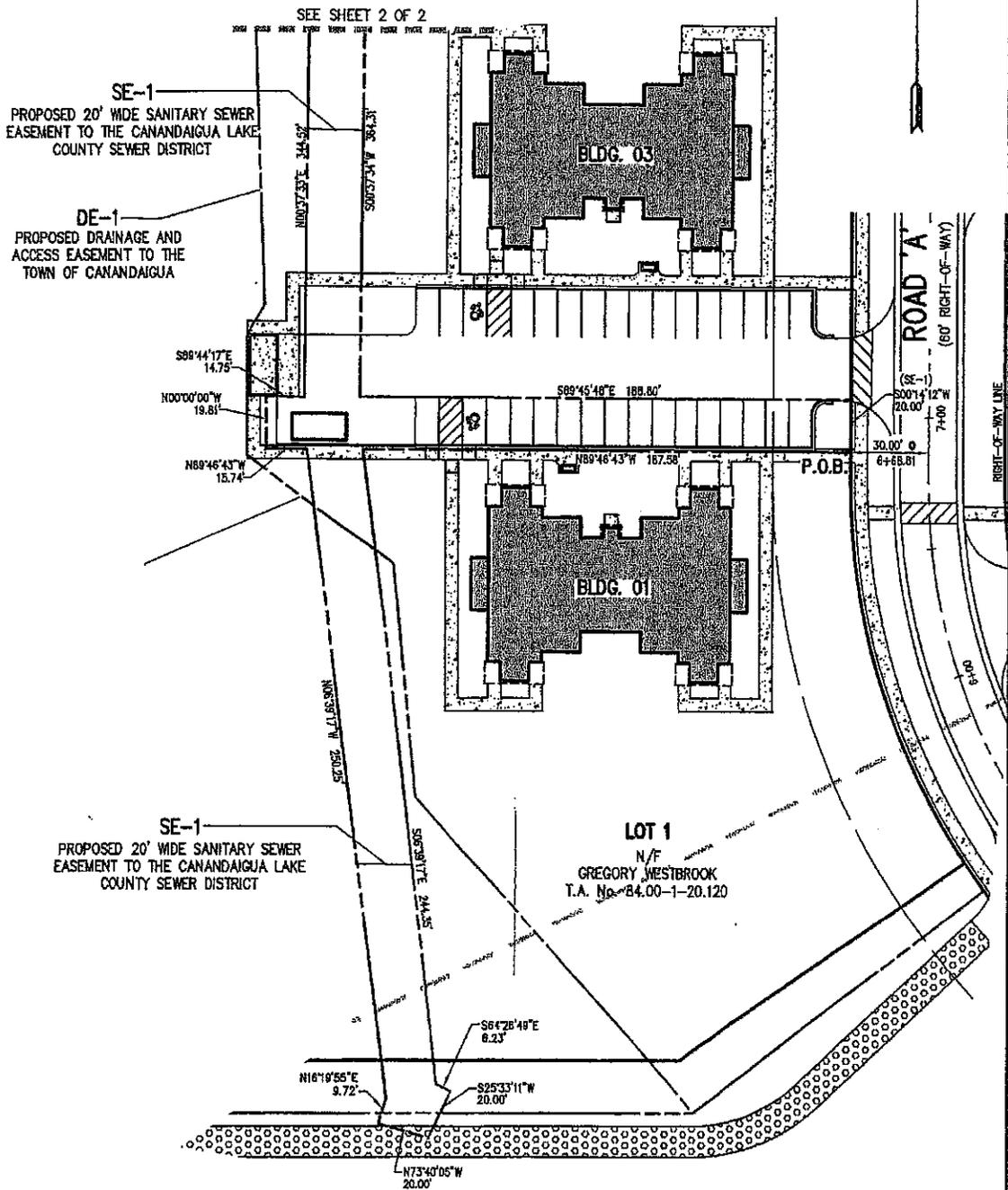
ALL THAT TRACT OR PARCEL OF LAND containing 25,873 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SE-1, sheet 1 of 2 and sheet 2 of 2" prepared by BME Associates, having drawing number 2490A-38, dated September 7, 2017, being more particularly bounded and described as follows:

Beginning at a point on the westerly right-of-way line of Road 'A' at 30.00' offset from centerline station 6+68.81; thence

1. N 89°46'43" W, a distance of 187.58 feet to a point; thence
2. S 06°39'17" E, a distance of 244.35 feet to a point; thence
3. S 64°26'49" E, a distance of 6.23 feet to a point; thence
4. S 25°33'11" W, a distance of 20.00 feet to a point; thence
5. N 73°40'05" W, a distance of 20.00 feet to a point; thence
6. N 16°19'55" E, a distance of 9.72 feet to a point; thence
7. N 06°39'17" W, a distance of 250.25 feet to a point; thence
8. N 89°46'43" W, a distance of 15.74 feet to a point; thence
9. N 00°00'00" W, a distance of 19.81 feet to a point; thence
10. S 89°44'17" E, a distance of 14.75 feet to a point; thence
11. N 00°37'33" E, a distance of 344.52 feet to a point; thence
12. N 89°53'54" W, a distance of 160.20 feet to a point; thence
13. N 00°23'24" E, a distance of 300.50 feet to a point; thence

14. N 89°52'26" E, a distance of 20.00 feet to a point; thence
15. S 00°23'24" W, a distance of 280.58 feet to a point; thence
16. S 89°53'54" E, a distance of 160.28 feet to a point; thence
17. S 00°37'34" W, a distance of 364.31 feet to a point; thence
18. S 89°45'48" E, a distance of 188.80 feet to a point on the aforementioned westerly right-of-way line of Road 'A'; thence
19. S 00°14'12" W, along the westerly right-of-way line of Road 'A', a distance of 20.00 feet to the Point of Beginning.

EASEMENT PLAN OF SE-1



PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 18
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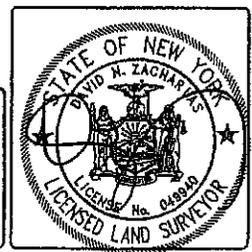
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CREEKVIEW APARTMENTS @ WOODLAND PARK
 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: KAM
 DATE: 9-7-17

SCALE: 1"=50'
 DWG NO: 2490A-38
 SHEET 1 OF 2



2490A
KAM
Revised
9/18/17

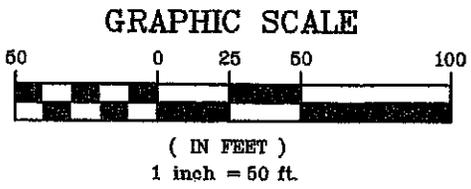
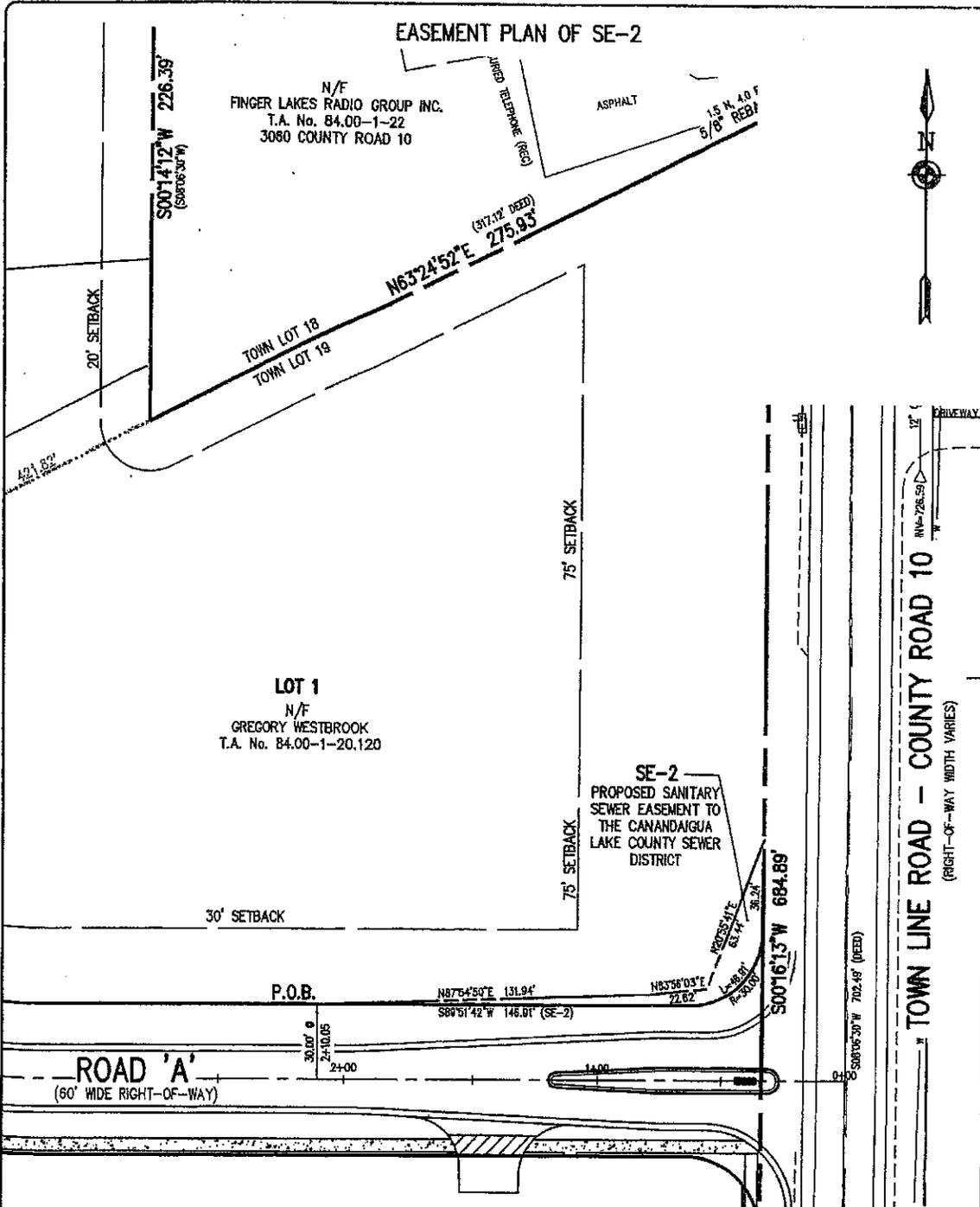
Proposed Description of
a 20' wide Sanitary Sewer Easement (SE-2)
to the Canandaigua Lake County Sewer District
through Lands of Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 1,048 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Plan of SE-2," prepared by BME Associates, having drawing number 2490A-39, dated September 7, 2017, being more particularly bounded and described as follows:

Beginning at a point on the northerly right-of-way line of Road 'A' at 30.00' offset from centerline station 2+10.05; thence

1. N 87°54'50" E, a distance of 131.94 feet to a point; thence
2. N 83°56'03" E, a distance of 22.62 feet to a point; thence
3. N 20°55'41" E, a distance of 63.44 feet to a point on the westerly right-of-way line of Town Line Road – County Road 10 (Right-of-Way Width Varies); thence
4. S 00°16'13" W, along said westerly right-of-way line of Town Line Road, a distance of 36.24 feet to a point; thence
5. Southwesterly, along the aforementioned northerly right-of-way line of Road 'A', and along a curve to the right, having a radius of 30.00 feet, a distance of 46.91 feet to a point; thence
6. S 89°51'42" W, continuing along said northerly right-of-way line of Road 'A', a distance of 146.91 feet to the Point of Beginning.

EASEMENT PLAN OF SE-2



PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 19
 COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
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 TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK

DRAWN BY: KAM
 DATE: 9-7-17

SCALE: 1"=50'
 DWG NO: 2490A-39



2490A
KAM
Revised
9/18/17

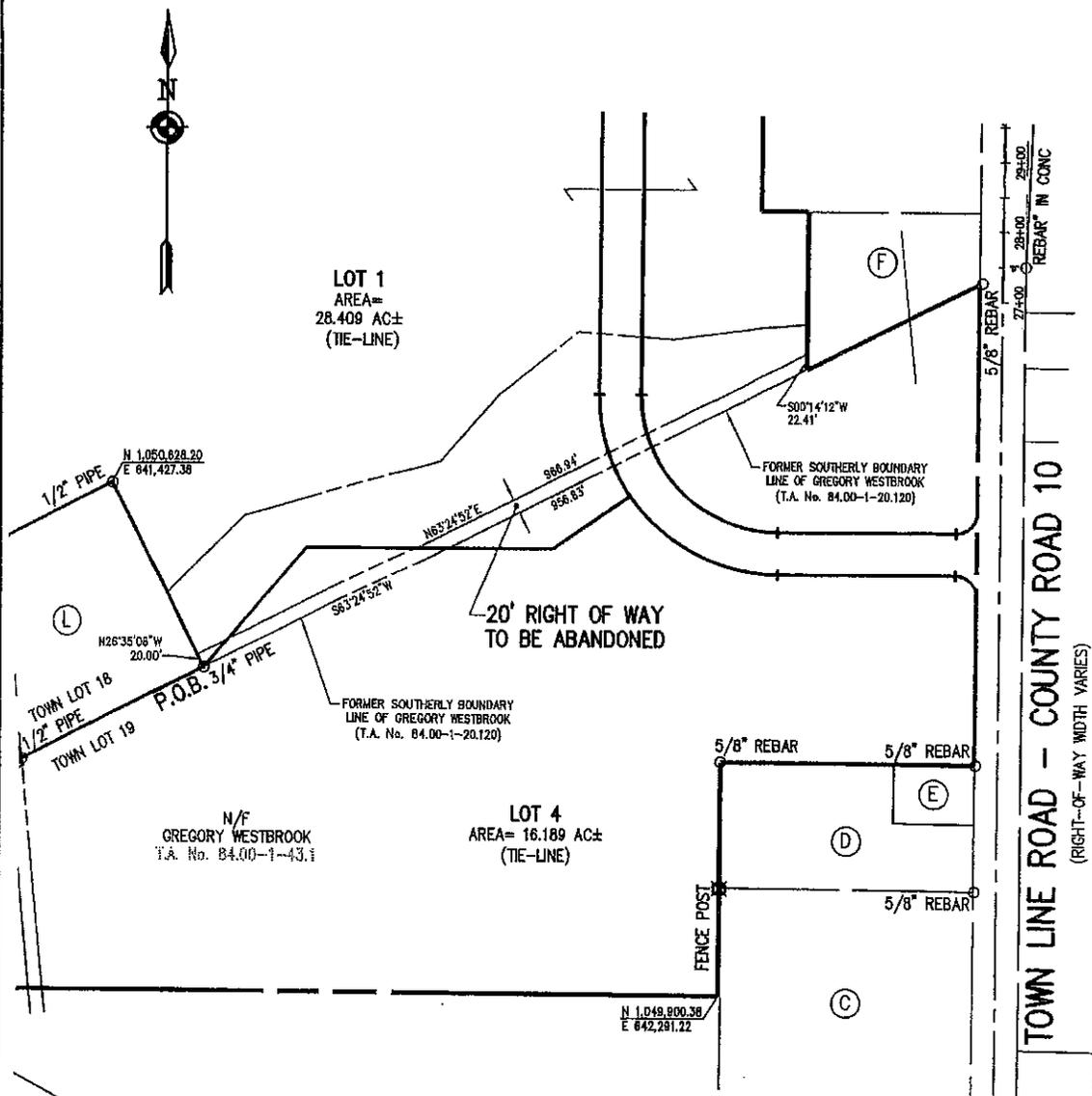
Proposed Description of
A 20' Right of Way to be Abandoned
through Lands of Westbrook

ALL THAT TRACT OR PARCEL OF LAND containing 19,238 square feet more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lot 18, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Easement Abandonment Plan" prepared by BME Associates, having drawing number 2490A-41, last revised September 18, 2017, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the northerly boundary line of Lot 4 as shown on a plan entitled "Creekview Apartments at Woodland Park, Lot Line Adjustment Plat," and filed in the Ontario County Clerk's Office at Map No. 35394, with the easterly boundary line of lands now or formerly of Finger Lake Radio Group Inc. (T.A. No. 84.00-1-21); thence

1. N 26°35'08" W, along the westerly boundary line of said lands of Finger Lakes Radio Group Inc., a distance of 20.00 feet to a point; thence
2. N 63°24'52" E, a distance of 966.94 feet to a point on the westerly boundary line of other lands of Finger Lakes Radio Group Inc. (T.A. No. 84.00-1-21); thence
3. S 00°14'12" W, along said westerly boundary line of Finger Lakes Radio Group, Inc., a distance of 22.41 feet to a point on the former southerly boundary line of lands of Gregory Westbrook (Former T.A. No. 84.00-1-20.120); thence
4. S 63°24'52" W, along said former southerly boundary line of Gregory Westbrook, a distance of 956.83 feet to the Point of Beginning.

EASEMENT ABANDONMENT PLAN



ADJOINER TABLE

L.D.	NOW OR FORMERLY	TAX ACCOUNT No.	ADDRESS
C	JAMES & IRENE VANLAEKEN	84.00-1-25.2	3100 COUNTY ROAD 10
D	GORDON VANGELDER	84.00-1-25.1	3096 COUNTY ROAD 10
E	GORDON VANGELDER	84.00-1-24	3090 COUNTY ROAD 10
F	FINGER LAKES RADIO GROUP INC	84.00-1-22	3060 COUNTY ROAD 10
L	FINGER LAKES RADIO GROUP INC	84.00-1-21	3080 COUNTY ROAD 10

GRAPHIC SCALE



(IN FEET)
1 inch = 200 ft.

PHELPS & GORHAM PURCHASE, TOWNSHIP 10, RANGE 3, TOWN LOT 18

COPIES OF THIS SURVEY MAP NOT BEARING THE LAND SURVEYOR'S ORIGINAL INKED SEAL OR EMBOSSED SEAL SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.
UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7208, OF THE NEW YORK STATE EDUCATION LAW.

B&M ASSOCIATES
ENGINEERS • SURVEYORS • LANDSCAPE ARCHITECTS

19 1/2 FT BRIDGE LANE EAST
FAIRPORT, NEW YORK 14450
PHONE 585-377-1368
FAX 585-337-2308

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B&M Associates

CREEKVIEW APARTMENTS @ WOODLAND PARK
TOWN OF CANANDAIGUA ONTARIO COUNTY NEW YORK



DRAWN BY: KAM
DATE: 9-8-17

SCALE: 1"=200'
DWG NO: 2490A-41



REVISED PER TOWN ENGINEER COMMENTS 9-18-17 KAM

Proposed Description of
Road 'A'
to be Dedicated to
the Town of Canandaigua

ALL THAT TRACT OR PARCEL OF LAND containing 2.926 acres more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 18 & 19, Town of Canandaigua, County of Ontario, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Lot Line Adjustment Plat," prepared by BME Associates, as filed in the Ontario County Clerk's Office at map number 35394, being more particularly bounded and described as follows:

Commencing at a point, said point being the intersection of the northerly boundary line of lands now or formerly of David Hersch (TA No. 84.00-1-20.21), with the westerly right-of-way line of Town Line Road - County Road 10 (Right-of-Way width varies); thence

- A. N 00°16'13" E, along said right-of-way, a distance of 28.57 feet to the Point of Beginning; thence
1. Westerly, along the arc of a curve to the left, having a radius of 30.00 feet, a distance of 47.09 feet to a point; thence
2. N 89°40'21" W, a distance of 258.46 feet to a point; thence
3. Southerly, along the arc of a curve to the left, having a radius of 195.00 feet, a distance of 306.61 feet to a point; thence
4. S 00°14'12" W, a distance of 827.92 feet to a point; thence
5. Easterly, along the arc of a curve to the left, having a radius of 195.00 feet, a distance of 307.58 feet to a point; thence
6. N 89°51'42" E, a distance of 256.97 feet to a point; thence
7. Northerly, along the arc of a curve to the left, having a radius of 30.00 feet, a distance of 46.91 feet to a point; thence
8. S 00°16'13" W, a distance of 120.00 feet to a point; thence
9. Northerly, along the arc of a curve to the left, having a radius of 30.00 feet, a

- distance of 47.34 feet to a point; thence
10. S 89°51'42" W, a distance of 256.12 feet to a point; thence
 11. Northerly, along the arc of a curve to the right, having a radius of 255.00 feet, a distance of 402.22 feet to a point; thence
 12. N 00°14'12" E, a distance of 827.92 feet to a point; thence
 13. Easterly, along the arc of a curve to the right, having a radius of 255.00 feet, a distance of 400.96 feet to a point; thence
 14. S 89°40'21" E, a distance of 258.34 feet to a point; thence
 15. Northerly, along the arc of a curve to the left, having a radius of 30.00 feet, a distance of 47.15 feet to a point on the aforementioned westerly right-of-way of Town Line Road; thence
 16. S 00°16'13" W, a distance of 120.00 feet to the Point of Beginning.

2490A
KAM
9/7/17

Description of
Creekview Apartments at Woodland Park
Phase 1

ALL THAT TRACT OR PARCEL OF LAND containing 28.409 acres (tie-line) more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 18 & 19, Town of Canandaigua, County of Monroe, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Lot Line Adjustment Plat," prepared by BME Associates, and filed in the Ontario County Clerk's Office at Map No. 35394, being more particularly bounded and described as follows:

Being Lot 1 as shown on Map No. 35394, as filed in the Ontario County Clerk's Office.

2490A
KAM
9/7/17

Description of
Creekview Apartments at Woodland Park

ALL THAT TRACT OR PARCEL OF LAND containing 137.255 acres (tie-line) more or less, situate in the Phelps and Gorham Purchase, Township 10, Range 3, Town Lots 15, 16, 17, 18 & 19, Town of Canandaigua, County of Monroe, and State of New York, as shown on the drawing entitled "Creekview Apartments at Woodland Park, Lot Line Adjustment Plat," prepared by BME Associates, and filed in the Ontario County Clerk's Office at Map No. 35394, being more particularly bounded and described as follows:

Being Lots 1, 2, 3, & 4 as shown on Map No. 35394, as filed in the Ontario County Clerk's Office.

ATTACHMENT 19

January 2, 2018

James Fletcher, Town Highway/Water Superintendent
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, New York 14424

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
TOWN OF CANANDAIGUA, ONTARIO COUNTY
PRELIMINARY ENGINEERING REPORT / ENVIRONMENTAL REVIEW AND REPORT FOR ROUND 3 OF THE
NYS WATER GRANTS PROGRAM FOR THE CANANDAIGUA CONSOLIDATED WATER DISTRICT
BOOSTER STATION, TANK AND TRANSMISSION MAIN PROJECT.**

Dear Jim:

MRB Group is pleased to provide the Town with this proposal for Professional Services for preparing the Preliminary Engineering Report and Environmental Report required to apply for funding assistance (grants) through Round 3 of the NYS Water Grants Program (now referred to as the Water Infrastructure Improvement Act), which is administered by the New York State Environmental Facilities Corporation (NYSEFC). This specific application for funding assistance will cover the project outlined in the Technical Memorandum for the Water Booster Station & Storage Tanks (prepared by MRB Group and dated November 7, 2017). The project will include the replacement of the West Street Booster Station and Cramer Road Water Tank and new Transmission Main.

I. Background

The Town of Canandaigua officially adopted their Water Master Plan (WMP) at their November 2017 board meeting. The Water Master Plan comprehensively reviewed the water system in coordination with the Town's adopted Comprehensive Plan, Agricultural Enhancement Plan, and Sewer Master Plan. The WMP identified some significant deficiencies of the CCWD including Source (West Street Booster Station), Storage (Cramer Road Water Tank), and Water Quality (elevated concentrations of Disinfection Byproducts).

As a result of the WMP, the Town directed MRB Group to prepare a technical memorandum that would outline a project that generally includes:

- A new Booster Station near the City of Canandaigua WTP.
- Replacement of the Cramer Road Tank with two new storage tanks that includes a TTHM removal system.
- Connect a large diameter transmission main from the new booster station to the storage tanks.

The technical memorandum provided an initial estimated project budget of \$6.6 million. The Town of Canandaigua intends to make an application in the next round of the NYS Water Infrastructure Improvement Act (WIIA) to secure a grant (up to \$3 million) to support implementation of these needed improvements. As part of this application process, a Preliminary Engineering Report and Environmental Report (including SHPO/SEQR coordination) must be completed.

II. Scope of Services and Compensation

A. As part of the funding process through New York State Environmental Facilities Corporation (NYSEFC), several requirements for environmental planning must be completed. This includes the coordination with the NYS Department of Parks, Recreation and Historic Preservation (SHPO) and the state environmental review process, State Environmental Quality Review (SEQR) and the preparation of an Environmental Report. The following tasks are anticipated as part of this process.

1. Consultation request with the NYS Office of Parks, Recreation and Historic Preservation using the State Historical Preservation Office (SHPO) Cultural Resources Information System (CRIS) online service.
2. State Environmental Quality Review (SEQR)

As part of the NYS Water Grants Program application requirements, SEQR will need to be completed. The following services will be provided to complete the SEQR process:

- a. Use governmental agencies websites to develop environmental planning maps for the following, but not limited to:
 - i. NYS Office of Parks, Recreation and Historic Preservation
 - ii. Department of Agriculture and Markets



- iii. Soil Survey Maps
- iv. U.S. Department of the Interior's Fish and Wildlife Service (USFWS)
- v. NYS Department of Environmental Conservation Division of Fish, Wildlife & Marine Resources
- vi. U.S. Army Corps of Engineers (USACE)
- vii. FEMA Flood Insurance Rate Maps
- b. Prepare Full Environmental Assessment Form (EAF) Parts 1-3.
- c. Develop involved and interested agencies list.
- d. Complete 30-day Lead Agency Coordination with involved and interested agencies.
- e. Make a SEQR Determination of Significance and file Negative/Positive Declaration.
- f. Forward SEQR Determination to all involved agencies and publish in the NYSDEC Environmental Notice Bulletin (ENB).
- g. Prepare Resolutions (3 in total) to assist with the SEQR process.

Subtotal Compensation 'A'..... \$7,500.00

B. Preliminary Engineering Report (PER)

- 1. The PER shall be prepared in accordance with the Recommended Standards for Water Works, 2012 Edition (aka Ten States Standards) and will be formatted to DWSRF requirements for submission to NYSEFC for project funding. The PER will be based on the previously submitted technical memorandum dated 11/7/17. The PER will include the following essential elements:
 - a. Background
 - b. Existing Facilities
 - c. Problem Defined
 - d. Project Planning Area
 - e. Alternatives
 - f. Proposed Project
 - g. Estimated Project Costs
 - h. User Cost Analysis (Ad Valorem)
 - i. Conclusions and Recommendations



- j. Figures (Conceptual Plans)
 - k. Appendices
2. Following the preparation of the draft PER, we will schedule a meeting with the Town to review the report in detail. Comments received will be incorporated into the final report. Three (3) hard copies of the PER will be provided to the Town.

Subtotal Compensation 'B' \$20,000.00

C. Intended Use Plan Application

In an effort to get the project listed on NYSEFC's Intended Use Plan, we will prepare the DWSRF application forms.

Subtotal Compensation 'C' \$500.00

Total Compensation \$28,000.00

The cost figure shown above represents our lump sum amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group will submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period.

III. Additional Services

The following items (not included in the above scope of services) can be provided on a personnel time-charge basis, but would only be performed upon receipt of your authorization:

- A. U.S. Fish & Wildlife Service – Project Review.
- B. State Historical Preservation Office (SHPO) archaeological investigation.
- C. Site Investigations per U.S. Army Corp of Engineers direction (wetland delineation, drainage swale disturbance, etc.).
- D. Hazardous Materials Survey.
- E. Design, bidding or construction phase services.



- F. Finance or funding assistance, including Water Infrastructure Improvement Act (WIIA) grant application.
- G. Engineering report updates or additional reporting needed for USDA-RD or other agency approval.

IV. Commencement of Work

Upon receipt of the signed proposal, MRB Group will begin work on the project. The application and required documents will be submitted to the NYSEFC by the June deadline of 2018.

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. We have included an additional copy for your records. Thank you for your continued consideration of our firm. We look forward to continuing to work with you on this very important project.

Sincerely,



Gregory J. Hotaling, P.E.
Project Manager



James J. Oberst, P.E., LEED AP
Executive Vice President/C.O.O.

J:\630006\Ltrs-Proposals\2017\GJH-Canandaigua PER, SEQR and Water Grants Application Proposal.docx

Enclosure

PROPOSAL ACCEPTED BY:		
_____	_____	_____
Signature	Title	Date

ATTACHMENT 20

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

ENVIRONMENTAL CONSERVATION BOARD

Established November 4, 2009

THURSDAY, DECEMBER 7, 2017

2018 Projects Plan

To: Canandaigua Town Board

From: Canandaigua Environmental Conservation Board

We present this Plan for your approval:

INVASIVE SPECIES

- Terrestrials—Hemlock Woolly Adelgid and Other Invasives—continue to present information regarding invasive population in our town through public education efforts.
- Aquatics—Onanda Park Summer presentation similar to last year’s program.

RECYCLING BROCHURE REPRINT

Due to the changes in the kind of materials that are now accepted at the landfill, our Recycling Brochure will need to be revised. This revision is anticipated to occur in the Spring.

JOINT TOWN/CITY COMMITTEE ON PLAN 2028

Two members of the ECB have been appointed to this Committee. As the Committee is just getting started, there are no details of the level of our participation at this time. It is expected that public education and outreach in regards to the increased need for diversion of recyclables and organic waste from the landfill will be main topics. Programs relating to composting and food recycling are integral parts of the organic waste diversion.

PUBLIC EDUCATION AND OUTREACH

- Newsletter Articles—A list of topics has been reviewed by the ECB and will be selected as deadlines indicate: Natural Capital, Food Recycling and Composting, Plan 2028,

Miller Park Bird Habitat, Introduction to New Natural Resource Protection Initiatives, Invasive Species, among others.

- Highway Facility Open House—Compost Bin Giveaway, demonstration and information; new Recycling brochure and other information at table; Food Recycling “How to” information table.
- Rain Garden program at Outhouse Park.
- Bird Habitat program at Miller Park

STRENGTHEN PARTNERSHIPS

Developing working partnerships with like minded organizations to further the goals of educating our residents in environmental issues is an important function of the ECB. We continue to work to further these outreach efforts with: SWCD, Cooperative Extension, Watershed Council, and FLCC.

Respectfully submitted,

Joyce Marthaller, Chair
Environmental Conservation Board

cc: ECB Members
Doug Finch, Town Manager

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

ENVIRONMENTAL CONSERVATION BOARD

Established November 4, 2009

THURSDAY, DECEMBER 7, 2017

2017 Annual Report

To: Canandaigua Town Board

From: Canandaigua Environmental Conservation Board

Purpose

Town Code (Chapter 18-6) and New York State General Municipal Law (GMU Article 12F Section 239-X Paragraph 1 Subparagraph f) both require that the Environmental Conservation Board (ECB) submit to the Town Board a year-end annual report on the work and activities of the ECB. The State law additionally requires that the Town Board forward a copy of the annual report to the Commissioner of Environmental Conservation.

Open Space Preservation

In preparation for the New York State Department of Agricultural and Markets Farmland Protection Implementation Grant (PDR) program in Spring of 2018, the Town announced the opening of a grant application window in June 2017 for those farm operators and landowners interested in considering the Purchase of Development Rights (PDR) program. Eleven applications were received by the deadline of September 29, 2017.

A wide range of farming operations were presented in the applications. In order to evaluate the applications, the Town Agricultural Advisory Committee and the Environmental Conservation Board ranked the applications according to town established criteria in November 2017. Ranking included: Soil Composition, Proximity to Other Natural Resources, Development Pressure, Proximity to Already Preserved Land, Proximity to Public Sewer/Water, Succession Planning, and Landowner's Commitment to the PDR process, among many other criteria.

The three top ranked applications were presented to the Town Board for their approval. The Town will be working with these farm operators to prepare application packages for submission to Ag & Markets in the Spring 2018. These applications represent over 600 acres of additional farmland that could be preserved in the future.

Open Space Index

The ECB is charged with maintaining an up to date inventory and map of lands of conservation interest in the Town. Three members of the ECB are engaged in a committee to update the Open Space, Conservation and Scenic Views Master Plan which was begun this year as a result of the

implementation goals in the Town's *2011 Comprehensive Plan*. A committee was formed to select a consultant to manage a complete update of the Open Space Master Plan; to develop a comprehensive analysis of lands of environmental importance in the Town; to hold public meetings and conduct a survey of Town residents to inform the Master Plan process; and to prepare an implementation plan to protect resources considered not sufficiently protected as a result of the committee's findings, among others. The committee believes that a final product will be presented to the Town Board and residents in the first quarter of 2018.

Open Space Index Referrals

And as last year, in 2017 dozens of site plan applications for development in locations of potential environmental significance were referred to the ECB for review. The ECB provided comments to the Planning and Zoning Boards in mitigating potential negative impacts.

Natural Resources Inventory

In early 2017, the Natural Resources Inventory Team (NRI Team) completed development of the Steep Slopes Protection Law which was presented to and adopted by the Town Board. The Team is currently working on a draft Ridgeline/Viewshed Protection Law which is going through a lengthy review process. It is estimated that this draft law will be presented to the Town Board in Spring of 2018.

Public Education and Outreach (MS4)

The ECB continues its mandate in public education to inform our residents of natural resource protection issues. The Board now has a regular page in the Town's quarterly newsletter in which it provides articles regarding topical/seasonal environmental content. We also provide content on the Town's listserve, Facebook, and our own Board page on the Town website.

We continued our Aquatic Invasive Species Workshop at Onanda Park this year with great success. We partnered with Canandaigua Lake Watershed Association, Canandaigua Lake Watershed Council, SWCD, and FLCC to provide content and outreach. It is always gratifying to see the enthusiasm of the young attendees.

Encouraging water quality awareness, we sponsored a Rain Garden program at Outhouse Park. This Park showcases two rain gardens which were installed at the time the park was constructed. We also used the newsletter and other media to publicize this event.

ECB Involvement

ECB members continue to serve on other committees in the Town to ensure that the intent of the many resource protection policies in the Town will be represented. ECB members have committed to serving the Town on the Town's Citizens Implementation Committee (CIC), the Natural Resources Inventory Team (NRI), the Open Space Master Plan Committee, the Planning Review Committee, the Joint Town/City Local Waste Management Plan (Plan 2028) Committee, and the Ontario County County Road 16 Planning Study Steering Committee. Our members share their experience and information with each other at every meeting. This exchange enables the ECB to be aware of critical issues that may have environmental consequences.

Proposed ECB Projects for 2018

The following projects and others are being considered by the ECB and will be submitted to the Town Board for their approval in January 2018:

- Public Education and Outreach opportunities for Hemlock Woolly Adelgid, Aquatic Invasive Species and Terrestrial Invasives training for Highway Department.
- Quarterly newsletter articles on topics, such as Natural Capital, Bird Habitat at Miller Park, Food Recycling, Plan 2028.
- Participate in New Highway Facility Open House: Food Recycling materials table, compost bin giveaway, compost education materials table.
- Rain Garden program at Outhouse Park

Respectfully submitted,

Joyce Marthaller, Chairperson Environmental Conservation Board

ATTACHMENT 21

Van Bortel Ford, Inc.

71 Marsh Road • East Rochester, NY 14445
 Phone (585) 586-4415 • Fax (585) 389-0184
 Toll Free 1-888-690-FORD (3673)



Fleet & Government Sales

Phone (585) 586-7705 • Fax (585) 586-7706
 Toll Free 1 (888) 826-2678

VEHICLE INVOICE
 NYS Facility No. 7098054

No. 80618

SOLD TO: TOWN OF CANANDAIGUA CO-BUYER
 5440 STATE ROUTE 5 AND 20
 CANANDAIGUA NY 144249327

DATE 12/08/2017

CUSTOMER NO. 2020442 DEAL NO. 139366

SALESPERSON JOSHUA A RELYEA

YEAR	NEW OR USED	MAKE	COLOR	MODEL	STOCK NO.	VIN			
2018	NEW	FORD TRUCK	GY	ESCAPE	50941	1FMCU9GD5JUA18899			
KEY CODE	KEYLESS ENTRY CODE	DESCRIPTION		SALE	COST				
		PRICE OF VEHICLE		23694.80					
OPTIONAL EQUIPMENT AND ACCESSORIES		OPTIONAL EQUIP. & ACCESSORIES:		N/A					
<p>PO - Letter Dated 12/8/17</p> <p>This is your invoice. Please process payment immediately</p>							EXT. SERVICE CONTRACT	N/A	
							DOCUMENT PROCESSING FEE	N/A	
							SALES TAX	N/A	
							LICENSE, TITLE & FEES	N/A	
							NYS TIRE MANAGEMENT/RECYCLE FEE	N/A	
							TOTAL CASH PRICE		
							FINANCING	N/A	
							INSURANCE	N/A	
							TOTAL TIME PRICE	N/A	
							DEPOSIT	N/A	
CASH ON DELIVERY	23804.80								
REBATE(S)	N/A								
AZX / INCENTIVES	N/A								
DESCRIPTION OF TRADE-IN				TRADE-IN ALLOWANCE					
YEAR	MAKE	MODEL		TRADE-IN ALLOWANCE	N/A				
BODY	COLOR	MILEAGE		LESS LIEN	N/A				
VIN		STOCK #		LIENHOLDER					
<p>"If this motor vehicle is classified as a used motor vehicle, the Seller certifies that the entire vehicle is in condition and repair to render under normal use, satisfactory and adequate service upon the public highway at the time of delivery."</p> <p>The Seller noted hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of the vehicle except as otherwise provided in writing by Seller in an attachment to this agreement or in a document provided to the Buyer when the vehicle is delivered.</p>				<p>PAYMENTS</p> <p>1 @ \$ N/A per mo.</p> <p>TOTAL N/A</p>					
MV50 No.	MILEAGE		12	VALUE OF TRADE-IN(S)					
FINANCE COMPANY:									
DRAFT AMOUNT				N/A					

Town of Canandaigua

5440 Route 5 & 20 West
Canandaigua, NY 14424
(585) 394-3300
FAX (585) 394-3767

Established 1789

December 8, 2017

Van Bortal Ford
71 March Road
E. Rochester, NY 14445

Mr Relyea:

This is a letter of intent to purchase one new and unused 2018 Ford Escape SE AWD color silver per the quote # 26156 off o the Onondaga bid # 8771-2018 dated 12/5/2017 in the amount of \$ 23,804.80

Sincerely:

James Fletcher

Town of Canandaigua
Highway and Water Superintendent

Monday December 4th, 2017 9:49 AM



71 Marsh Rd East Rochester, NY 14445 585-586-7705 Fax 585-586-7706

Vehicle Purchase Proposal

Attention: Jim Fletcher

Purchase Order#:

Town of Canandaigua

Quote# 26156

5440 State Route 5 and 20

Onondaga Bid 8771 2018

Canandaigua NY14424

Phone: 585-394-3300 Fax: 585-394-3767

Mobile: 585-281-7113 Email: jfletcher@townofcanandaigua.org

Item Description	Code	Qty	Your Price	MSRP
2018 Ford Escape SE AWD	U9G	1	\$ 21,312.00	\$ 27,950.00
Ingot Silver	UX	1	\$ 0.00	\$ 0.00
1.5L EcoBoost® with SelectShift® Automatic Transmission(Std SE, SEL)	99D	1	\$ 0.00	\$ 0.00
6 Speed Automatic Transmission	Std	1	\$ 0.00	\$ 0.00
Sport Appearance Package (SE) .LEATHER-WRAPPED STR WHEEL .PADDLE SHIFTERS .19" BLACK PREM PNTD ALUM WHL .HEADLAMPS-AUTO HALOGEN	65Q	1	\$ 1,191.40	\$ 1,295.00
Safe and Smart Package .LANE KEEPING SYSTEM .ADAPT CRUISE/COLLISION WARNIN .BLIS (BLIND SPOT INFO SYSTEM)	66T	1	\$ 1,191.40	\$ 1,295.00
Delivery to Region 1	Reg 1	1	\$ 110.00	\$ 110.00
Term is Net 15 Days A.R.V. Delivery from factory to dealer is estimated at 16-20 weeks. This Quote Expires In 60 Days or final Order date, whichever comes first.	Total Price:		\$ 23,804.80	
Quantity on this Order: 1	Grand Total:		\$ 23,804.80	

To place an order please sign and date this proposal and return it to Van Bortel Ford along with a valid Purchase Order, Voucher, or Letter of Intent. Thank You!

Accepted By: *Josh Relyea* Title: *Asst. Mgr.* Date: *12/15/17*

Van Bortel Ford Inc (WBE) Federal ID 16-1609363 Salesperson: Josh Relyea Quote: 26156

50941

ATTACHMENT 22

JOINT CONSOLIDATION AGREEMENT

THIS AGREEMENT, made this 8th day of January, 2018, by and between the CANANDAIGUA CONSOLIDATED WATER DISTRICT (S.247) (“Consolidated Water District”) a Special Water District duly formed by the Town of Canandaigua Town Board (“Town Board”), with offices at 5440 Route 5 & 20 West, Canandaigua, New York 14424; and the following Special Water Districts, also duly formed by the Town Board and also with offices at 5440 Route 5 & 20 West, Canandaigua, New York 14424:

1. NOTT ROAD EXTENSION # 6 (S.241);
2. WEST LAKE ROAD SOUTH EXTENSION # 8 (S.243);
3. CRAMER ROAD EXTENSION # 9 (S.244);
4. PARRISH STREET EXTENSION # 5 (S.245);
5. WEST LAKE ROAD BENEFIT DISTRICT (S.245A);
6. WYFELLS ROAD EXTENSION # 10 (S.246);
7. ADAMS ROAD EXTENSION # 11 (S.247A); and
8. PARRISH ROAD EXTENSION # 20 (S.249)

(collectively, “Water District Extensions”)

WHEREAS, this Joint Consolidation Agreement consolidates the eight Water District Extensions into the existing Consolidated Water District; and

WHEREAS, New York General Municipal Law Article 17-A provides for the consolidation of two or more local government entities if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State of New York; and

WHEREAS, the Town Board has the overall authority for managing the operation, maintenance and finances of each Special Water District serving the Town of Canandaigua (“Town”); and

WHEREAS, after their review, the Town Board has determined it is in the best interest of the Town to consolidate the above Special Water Districts to provide long-term, safe and reliable water supply for all customers in those districts, to maintain stability, and to reduce administrative and operational costs wherever possible; it has therefore directed the preparation of this Joint Consolidation Agreement; and

WHEREAS, the water district consolidation will not result in any additional costs or debts to the district residents.

NOW THEREFORE, the Town Board, acting jointly as the governing body of the Consolidated Water District as well as the governing body of the Water District Extensions, sets forth the following terms which constitute the Proposed Joint Consolidation Agreement between the Consolidated Water District and the Water District Extensions, as required by General Municipal Law Article 17-A:

1. Name of Each Entity Consolidated: The name of each local government entity consolidated is as set forth above.

2. Name of the Consolidated Entity: The eight Water District Extensions are consolidated into the existing Canandaigua Consolidated Water District and thus the name of the consolidated entity will be the Canandaigua Consolidated Water District (the post-consolidation Canandaigua Consolidated Water District is referred to herein as the "Consolidated Entity").

3. Rights, Duties and Obligations of the Consolidated Entity: The rights, duties and obligations of the Consolidated Entity will be the same as those for the current Canandaigua Consolidated Water District (as more specifically set forth in NY Town Law), except that those rights, duties and obligations will now also apply to a larger area which is to include the area of the Water District Extensions. Those rights, duties and obligations include providing long-term, safe, reliable and economical water supply to the customers served. This is accomplished by, among other things: (1) establishing standards for the addition, upgrade and maintenance of water infrastructure; (2) approving and overseeing construction of new water infrastructure by third parties; (3) managing contracts to replace and upgrade existing water infrastructure; (4) overseeing/performing maintenance on existing facilities; (5) monitoring the condition of water infrastructure; (6) establishing priorities and budget estimates for water infrastructure improvements; (7) ensuring compliance with environmental regulations and permits; (8) developing the district's operating and capital budget; and (9) coordinating budget development with the Town's capital and operating budget.

4. Boundaries of the Consolidated Entity: The boundaries of the Consolidated Entity shall be the same as the current boundaries of the Canandaigua Consolidated Water District (which boundaries are available for public inspection at the Canandaigua Town Clerk's Office), except as expanded by the addition of the Water District Extensions. The boundaries of the Water District Extensions generally comprises lands straddling Route 21 South (between Parrish Street Extension and Bristol Road - #5), lands straddling Route 21 South (immediately north of Nott Road - #6), lands straddling West Lake Road (between Menteth Drive and Strawberry Lane - #8), lands straddling Route 21 South (south of Nott Road and north of Rock Oak Hill Road - #9), lands straddling West Lake Road (south of Wyfells Road and north of Tichenor Point - WLR benefit), lands straddling Wyfells Road and Acorn Hill Drive (#10), lands bordering the west side of Canandaigua Lake (between Station House Drive and West Lake Road - #11), and lands straddling Parrish Street Extension (between Route 20 and Route 21 South - #20). The precise boundaries are available for public inspection at the Canandaigua Town Clerk's Office.

5. Type of the Consolidated Entity: The Consolidated Entity is a Town Water District.

6. Fiscal Estimate of the Cost and Savings Which May be Realized: The consolidation of the entities will result in savings through elimination of duplicative administrative costs associated with planning, budgeting, and accounting and operations costs associated with, among other things, water sampling. The consolidation will result in financial savings primarily through the elimination of duplicative administrative bookkeeping and operational costs. No improvements are required to complete the consolidation of these districts. There will be no additional cost to the Town as a result of the consolidation.

7. Each Entity's Assets: The Canandaigua Consolidated Water District's assets consist of underground infrastructure piping, water mains, fire hydrants, pump stations, miscellaneous facilities including air relief valves, pressure reducing valves and backflow protection devices and equipment used to maintain the system. Detailed infrastructure information is available for public inspection at the Canandaigua Town Clerk's Office.

The Water District Extensions' assets consist of additional underground infrastructure piping, additional water mains, fire hydrants, and miscellaneous facilities including air relief valves, pressure reducing valves and backflow protection devices. Detailed infrastructure information is available for public inspection at the Canandaigua Town Clerk's Office.

8. Each Entity's Liabilities: The Canandaigua Consolidated Water District and the Water District Extensions have no debt. No new debt is to be incurred by the consolidation.

9. Terms for the Disposition of Existing Assets, Debt and Liabilities: All assets of the Canandaigua Consolidated Water District and the Water District Extensions will become assets of the Consolidated Entity. Any existing debt of each water district will become the debt of the Consolidated Entity.

10. Administration of Laws: The Town Code regarding Water Districts and the New York State Law regarding Waters Districts will be applied against the Consolidated Entity as a single Town of Canandaigua Water District (which will be comprised wholly of the existing Canandaigua Consolidated Water District and the former Water District Extensions). Local Laws, Ordinances, Resolutions and Orders affecting the Consolidated Entity would continue to be administered and enforced by the Town of Canandaigua Water Superintendent and/or the Town's Code Enforcement Officer.

11. Effective Date: This consolidation shall be effective immediately upon the completion of the procedures for effecting this consolidation under General Municipal Law Article 17-A.

IN WITNESS WHEREOF, the parties herein have executed this Joint Consolidation Agreement as of the date first written above.

CANANDAIGUA CONSOLIDATED WATER DISTRICT

By: _____
Doug Finch, Town Manager

NOTT ROAD EXTENSION # 6,

By: _____
Doug Finch, Town Manager

WEST LAKE ROAD SOUTH EXTENSION # 8

By: _____
Doug Finch, Town Manager

CRAMER ROAD EXTENSION # 9

By: _____
Doug Finch, Town Manager

PARRISH STREET EXTENSION # 5

By: _____
Doug Finch, Town Manager

WEST LAKE ROAD BENEFIT DISTRICT

By: _____
Doug Finch, Town Manager

WYFELLS ROAD EXTENSION # 10

By: _____
Doug Finch, Town Manager

ADAMS ROAD EXTENSION # 11

By: _____
Doug Finch, Town Manager

PARRISH ROAD EXTENSION # 20

By: _____
Doug Finch, Town Manager

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS:

On the ____ day of _____, 2018, before me, the undersigned, personally appeared DOUG FINCH, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and he acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person or entity upon behalf of which the individual acted, executed the instrument.

Notary Public