

**Canandaigua Town Board
Meeting Agenda
April 16, 2018
6:00pm**

- Call To Order and Pledge of Allegiance
 - Pledge Led by Greg Westbrook, Town Supervisor
- Roll Call
 - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications and Correspondence
 - Newsletter, The Inside Dirt, Cornell University Cooperative Extension Ontario County, April 2018
 - Newsletter, Ontario Pathways, Spring 2018
 - Newsletter, The Chronicles, Volume 47, Issue 1, March 2018
 - Newsletter, The Inside Dirt, Cornell University Cooperative Extension, March 2018
 - Newsletter, Rural Futures, Winter 2018
- Privilege of the Floor
- Presentations
- Public Hearings

Continued Public Hearings:

New Public Hearings:

- Public Hearing on Intent to Use Repair Reserve Funds, Subject to Permissive Referendum
- Public Hearing on the Proposed Joint Consolidation of the Canandaigua-Hopewell Water District into the Existing Canandaigua Consolidated Water District
- 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 Reports for March 2018
 - 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 Committees, Boards and Commissions
 - A. Town Board Committees (as needed)
 - B. Planning Board, Chairman Schwartz
 - C. Zoning Board of Appeals, Chairman Robinson
 - D. Environmental Conservation Board, Chairwoman Marthaller – Attachment #2

- E. Citizens Implementation Committee, Chairwoman Reynolds
- F. Parks & Recreation Committee, Chairman MacNeil
- G. Special Events Committee, Chairwoman Fuller
- H. Complete Streets Committee, Chairman Davis
- I. Agriculture Committee, Chairman Stryker
- J. Drainage Committee, Chairman Oyler – Attachment #3

➤ Privilege of the Floor

➤ Resolutions

Continued Resolutions:

New Resolutions:

FINANCE

- Resolution No. 2018 – 108: Acknowledgement and Adoption of an Update to the 15 Year Capital Improvement Plan
- Resolution No. 2018 – 109: Acknowledgement of Budget Transfer Authorization by Town Manager
- Resolution No. 2018 – 110: Acceptance of Monthly Financial Reports

PLANNING

- Resolution No. 2018 – 111: Authorize HVAC Change Order No. 1 for Highway Facility and Electrical Change Order No. 2
- Resolution No. 2018 – 112: Authorization of Budget Adjustments for Highway Facility Due to Change Orders
- Resolution No. 2018 – 113: Approving Creation of New Budget Lines and Associated Budget Transfers for County Road 32 Water District Extension #41
- Resolution No. 2018 – 114: Approve the Use of \$105,000.00 of Repair Reserve Funds for Improvements Relating to the Construction of the New Highway Facility, Subject to Permissive Referendum and Transfer Funds from Reserve Fund
- Resolution No. 2018 – 115: Authorization for Town Manager to Execute Proposal with Town Engineer to Complete Engineering Report for Potential Cheshire Sewer Project
- Resolution No. 2018 – 116: Accepting MRB Proposal for Professional Grant Writing Services Relating to the WIIA Grant and Authorization for Town Manager to Execute Agreement
- Resolution No. 2018 – 117: Accepting MRB Proposal for Professional Services Relating to Obtaining Regulatory Approvals from Army Corps of Engineers and Department of Agriculture and Markets for Water Infrastructure Projects Related to the Canandaigua Consolidated Capital Improvement Project 2019; and Authorization for Town Manager to Execute Agreement
- Resolution No. 2018 – 118: Accepting MRB Proposal for Professional Services Relating to the Update of the Cramer Road Water District Extension Map, Plan, and Report and Authorization for Town Manager to Execute Agreement
- Resolution No. 2018 – 119: Contract for Inspection of Town Highway Facility Sprinkler System
- Resolution No. 2018 – 120: Contract for Right-of-Way Mowing on State Route 332
- Resolution No. 2018 – 121: Acceptance of the 2017 Annual Drinking Water Quality Report
- Resolution No. 2018 – 122: Request to Accept 284 Agreement for the Expenditure of 2018 Highway Moneys

- Resolution No. 2018 – 123: Authorization for 2018 Budget Amendment for Installation of Water Main on County Road 10
- Resolution No. 2018 – 124: Water Booster Station & Storage Tanks Project; and SEQR Intent to Declare Lead Agency
- Resolution No. 2018 – 125: Authorization for Extra Costs Associated with Site Design Project
- Resolution No. 2018 – 126: Approving Final Joint Consolidation Agreement for the Consolidation of the Canandaigua-Hopewell Water District of the Town of Canandaigua into the Existing Canandaigua Consolidated Water District, and Authorization for Town Manager to Execute Agreement

ENVIRONMENTAL

- Resolution No. 2018 – 127: Contract for Natural Upcycling

ORDINANCE

- Resolution No. 2018 – 128: Setting a Public Hearing for a Text Code Amendment to Town Code Chapter §79; and SEQR Intent to Declare Lead Agency
- Resolution No. 2018 – 129: Setting a Public Hearing for a Text Code Amendment to Town Code Chapter 220-9(A); and SEQR Intent to Declare Lead Agency
- Resolution No. 2018 – 130: Setting a Public Hearing for a Text Code Amendment to Town Code Chapter 220-9; and SEQR Intent to Declare Lead Agency
- Resolution No. 2018 – 131: Setting a Public Hearing for a Text Code Amendment to Town Code Chapter 220-9K Regarding Large Scale Solar Farm Fences; and SEQR Intent to Declare Lead Agency

ECONOMIC DEVELOPMENT/GENERAL

- Resolution No. 2018 – 132: Authorization for Town Manager to Execute All Documents Relative to Land Acquisition of 23.2 Acres of Land at 5446 Route 5 & 20; Tax Map #83.00-1-23.100
- Resolution No. 2018 – 133: Approve Release of RFP for Replacement of Network Server
- Resolution No. 2018 – 134: Soil Erosion and Sediment Control Surety for 3754 County Road 16 (Tax Map #113.09-1-2.000)
- Resolution No. 2018 – 135: Soil Erosion and Sediment Control Surety for 3542 Sandy Beach Drive (Tax Map #98.15-1-33.000)
- Resolution No. 2018 – 136: Authorization for Lifting of Order not to enter Premises at 5440 Route 5 & 20 West, Canandaigua
- Resolution No. 2018 – 137: Home Rule Request in Support and Request for Approval of Assembly Bill No. A.10095 and Senate Bill No. S.7935
- Resolution No. 2018 – 138: Authorization to Purchase Time Clocks from USA Payroll
- Resolution No. 2018 – 139: Appointment of Full-Time Parks Maintenance Assistant
- Resolution No. 2018 – 140: Appointment of Full-Time Parks Laborer
- Resolution No. 2018 – 141: Acknowledging and Granting a Request for a Waiver of the Fee in Lieu of Parkland for the Lindquist Site Plan Application
- Resolution No. 2018 – 142: Acknowledging and Granting Request for a Waiver of a Reservation Fee at Outhouse Park for a Community Group
- Resolution No. 2018 – 143: Authorization to Enter into a Contract with ESI Employee Assistance Group
- Resolution No. 2018 – 144: Acknowledging Ontario County Intent to Declare Lead Agency for Joint Athletic Field Project with FLCC and Statement of No Objection
- Resolution No. 2018 – 145: Ratification of Full-Time Deputy Town Clerk Appointment and Deputy Registrar
- Resolution No. 2018 – 146: Ratification of Part-Time Deputy Registrar of Vital Statistics

- Resolution No. 2018 – 147: Supporting Our Veterans/Proclaiming May 2018 as Poppy Days Month
- Resolution No. 2018 – 148: Request to Hire Summer Staff for Parks
- Resolution No. 2018 – 149: Standard Work Day for Town Clerk, Highway Superintendent, and Supervisor

RESOLUTION NO. 2018 – 108: ACKNOWLEDGEMENT AND ADOPTION OF AN UPDATE TO THE 15 YEAR CAPITAL IMPROVEMENT PLAN

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) adopted by Resolution #2017-220 the Town of Canandaigua 15 year Capital Improvement Plan on June 19, 2017; and

WHEREAS, the Town Board understands that the plan is a tool to help the Town plan for stability in future capital expenditures and that from time to time adjustments will need to be made; and

WHEREAS, the Town Board and the Town Manager have, with input from department heads, prepared an update to the Capital Improvement Plan specifically relating to highway equipment expenditures; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby adopts the updates to the Town of Canandaigua 15 Year Capital Plan and encourages all departments to consider capital projects associated within the guidelines established by the updated Capital Plan.

Attachment #4

RESOLUTION NO. 2018 – 109: ACKNOWLEDGEMENT OF BUDGET TRANSFER AUTHORIZATION BY TOWN MANAGER

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) is aware that adjustments need to be made within the Canandaigua Consolidated Water District Budget to prevent a negative balance in the Water Administrator Legal Services budget line (S 8310.410.247); and

WHEREAS, the Highway Superintendant has identified a budget line from which money can be transferred from in order to prevent the deficit; and

WHEREAS, per resolution 2018-043 the Town Manager and Bookkeeper are authorized to make transfers of amounts less than \$5,000.00 and report back to the Town Board; and

WHEREAS, the Town Manager on April 11, 2018 made a budget transfer entry from Canandaigua Consolidated Water District Budget of \$ 4,000.00 Services and Maintenance line (S 8340.440.247) to the Water Administrator Legal line (S 8310.410.247); and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby acknowledges the budget adjustment per Resolution # 2018-043; and

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

RESOLUTION NO. 2018 – 110: 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 March 2018 Monthly Revenue/Expense Control Report, Cash Summary Report, EFPR Solutions Executive Summary Report, as well as the 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 – 111: AUTHORIZE HVAC CHANGE ORDER NO.1 FOR HIGHWAY FACILITY AND ELECTRICAL CHANGE ORDER NO. 2

WHEREAS, additional wiring was needed in the Highway Facility that was not previously included in the documents provided to contractors; and

WHEREAS, the Town Highway Superintendent and the Town Engineer have confirmed the need to complete the wiring in order for the HVAC system to properly operate in the new Highway Facility; and

WHEREAS, the cost associated with completing the needed wiring is \$2,259.00; and

WHEREAS, the engineer has agreed to split the cost of the expense; and

WHEREAS, in order to account for this change adjustments will need to be completed to existing contracts; and

WHEREAS, Billitier Electric has submitted a quote of \$2,592.00 to wire the Mass Air unit so it can operate correctly, along with HMI Mechanical having provided a reduction quote of \$333.00 with Billitier Electric completing the wiring work as proposed; and

NOW, THEREFORE BE IT RESOLVED, the Town Board directs the Town Manager to accept a credit of \$1,129.50 from the engineering firm to split the costs with the Town associated with the increased cost for the needed wiring to run the HVAC system; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby approves change order (EC-02) and change order (HVAC-01) which would increase the contract price for Billitier Electric from \$ 430,929.00 to \$ 433,521.00 and decrease the contract price for HMI Mechanical from \$ 490,000.00 to \$ 489,667.00; and

BE IT FINALLY RESOLVED, the Town Board authorizes the Town Manager to execute the change orders as described.

Attachment #5

RESOLUTION NO. 2018 – 112: AUTHORIZATION OF BUDGET ADJUSTMENTS FOR HIGHWAY FACILITY DUE TO CHANGE ORDERS

WHEREAS, the Town Board has previously approved change orders relating to the Highway Facility including: \$2,729 for Change Order (EC-01), \$2,259 for Change Order (EC-02), (\$333.00) for Change Order (HVAC-01); and

NOW, THEREFORE BE IT RESOLVED, the Town Board directs the Bookkeeper and Budget Officer to make the following budget amendment entries:

Increase:	H.5132.201.25 (Hwy Garage. Electrical) (org. contract from \$ 428,200.00 to \$ 433,521.00)	\$ 5,321.00
Decrease:	H.1997.200.25 (Contingency.Hwy Facility)	\$ 5,321.00
Decrease:	H.5132.202.25 (Hwy Garage. HVAC) (contract from \$ 490,000.00 to \$ 489,667.00)	\$ 333.00
Increase:	H.1997.200.25 (Contingency.Hwy Facility)	\$ 333.00

RESOLUTION NO. 2018 – 113: APPROVING CREATION OF NEW BUDGET LINES AND ASSOCIATED BUDGET TRANSFERS FOR COUNTY ROAD 32 WATER DISTRICT EXTENSION #41

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”); has created the Town of Canandaigua County Road 32 Water District Extension # 41 pursuant to Article 12A of the Town Law for the express purpose of providing public water supply to residents along County Road 32 west of Hopkins Road and east of the intersection of County Road 32 and Fisher Hill Road in said Town; and

WHEREAS, the Town Board wishes to begin installation of the new water line and as such, wishes to create separate budget lines in order to better track expenditures for this project; and

WHEREAS, the estimated project cost is \$ 158,400.00 as detailed in the MRB Group's Engineer's report for the County Road 32 Water District Extension No. 41 to the Town of Canandaigua Consolidated Water District dated September 2016; and

WHEREAS, it is the intent to loan \$ 158,400.00 from Canandaigua Consolidated (S.247) to Ext # 41 (H.249B) for the creation of the project, and the intent of County Road 32 Water District Extension #41 (H..249B) to repay the Canandaigua Consolidated Water District (S.247) \$158,400.00 through the 2019 budget process by creating revenue and expense lines for the loan due from H..249B to S.247 (Canandaigua Consolidated); and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua directs the Bookkeeper and Town Manager to create the following lines, and make the following journal entries and budget adjustments to adjust the 2018 adopted Town budget and create capital project H.249B (County Road 32m Water District, Ext #41):

Project Budget:

Revenue:

H.5031..249B Due From Other Funds (S.247)	\$ 158,400.00
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Expenditures:

H.1420.400.249B	Attorney Contractual	\$ 6,500.00
H.1440.400.249B	Engineering Contractual	\$ 17,860.00
H.8397.200.249B	Water Capital Project Equipment	\$ 48,758.00
H.8397.400.249B	Water Capital Project Contractual	\$ 73,092.00
H.1990.400.249B	Contingency	<u>\$ 12,190.00</u>
		\$ 158,400.00

BE IT FURTHER RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Bookkeeper and Town Manager.

Attachment #6

RESOLUTION NO. 2018 – 114: APPROVE THE USE OF \$ 105,000.00 OF REPAIR RESERVE FUNDS FOR IMPROVEMENTS RELATING TO THE CONSTRUCTION OF THE NEW HIGHWAY FACILITY, SUBJECT TO PERMISSIVE REFERENDUM AND TRANSFER FUNDS FROM RESERVE FUND

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) recognizes needs exist for furnishings, apparatus, equipment, and improvements associated with the construction of the new highway facility; and

WHEREAS, the Town Manager has informed the Town Board a balance of \$155,000.00 is available through the Town of Canandaigua’s Repair Reserve Fund (A.0232); and

WHEREAS, the Highway Superintendent has received estimates associated with furnishings for the new highway facility the amount of \$45,000.00, and security and equipment needs in the amount of approximately \$60,000.00; and

WHEREAS, a public hearing was held on April 16, 2018 for the use of an amount not to exceed \$ 105,000.00 from the Repair Reserve Fund for the furnishings and equipment needs associated with the new highway facility subject to permissive referendum; and

WHEREAS, if proposed expenditures were to be paid by transferring \$ 105,000.00 from the Repair Reserve Fund, the new balance would be approximately \$ 50,000.00; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the use of an amount not to exceed \$ 105,000.00 from the Repair Reserve Fund for the furnishings and equipment needs associated with the new highway facility subject to permissive referendum; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to create a budget line known as A.1620.210 Building Highway Facility in order to track these and future equipment expenditures relating to the new Highway Facility; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to make a budget adjustment to increase the 2018 adopted budget by increasing A.1620.210 (Buildings Highway Facility) \$ 105,000.00 resulting in a decrease of A.0232 (Repair Reserve) by \$105,000.00 following the time allocated for permissive referendum; and

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

RESOLUTION NO. 2018 – 115: AUTHORIZATION FOR TOWN MANAGER TO EXECUTE PROPOSAL WITH TOWN ENGINEER TO COMPLETE ENGINEERING REPORT FOR POTENTIAL CHESHIRE SEWER PROJECT

WHEREAS, the Town Board has adopted a sewer master plan in December 2016 that identifies sewers in the Hamlet of Cheshire as the number one priority; and

WHEREAS, the Town Board wishes to move forward with better understanding the costs associated with the construction of sewers in the Hamlet of Cheshire and to make potential grant applications for the project with actual project costs; and

WHEREAS, the Town Engineer has provided a proposal to complete a Cheshire Sewer Extension Engineering Report in the amount of \$27,500.00; and

WHEREAS, in order to better account for expenditures associated with the project to be known as Cheshire Sewer Extension the Town Board wishes to create a separate budget line in order to monitor expenditures; and

NOW, THEREFORE BE IT RESOLVED, the Town Board directs the Town Manager to create a budgetary line A.1440.406 Engineering Cheshire Sewers; and

BE IT FURTHER RESOLVED, the Town Manager is directed to make a budgetary adjustment to the adopted 2018 Town budget by increasing A.1440.406 Engineering Cheshire Sewers in the amount of \$27,500.00 and increasing A.9000 Appropriated Fund Balance in the amount of \$27,500.00; and

BE IT FURTHER RESOLVED, the Town Manager is authorized to execute the proposal with MRB in the amount of \$27,500.00; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and the Bookkeeper.

Attachment #7

RESOLUTION NO. 2018 – 116: ACCEPTING MRB PROPOSAL FOR PROFESSIONAL GRANT WRITING SERVICES RELATING TO THE WIIA GRANT AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) wishes to make upgrades to its aging consolidated water system infrastructure as detailed in the 2017 adopted Town of Canandaigua Water Master Plan (Master Plan); and

WHEREAS, the Master Plan detailed several deficiencies in the Canandaigua Consolidated Water District, including the West Street Booster Station, the Cramer Road Water Tank, and some Water Quality concerns; and

WHEREAS, there exists a funding program available to municipalities through the Water Infrastructure Improvement Act (WIIA) that, if awarded, could potentially offer financial assistance to the Town in order to remedy these deficiencies; and

WHEREAS, MRB Group has prepared and submitted a proposal dated April 5, 2018, to the Town in the amount of \$4,500.00 for professional services relating to the preparation and submission of an application for a WIIA grant on behalf of the Town; and

WHEREAS, this expense was not previously budgeted as part of the 2018 adopted budget; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute any and all documents relative to a contract with MRB Group for professional services relating to the preparation of an application for a WIIA grant on behalf of the Town in an amount not to exceed \$4,500.00 to be paid from S.8310.450.247; and

BE IT FURTHER RESOLVED, the Town Manager is directed to make a 2018 budget adjustment journal entry to increase S.8310.450.247 (Water Administrator Engineering) by \$4,500.00 and increase S.9000..247 (Assigned Fund Balance Canandaigua Consolidated) by \$4,500.00; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and Bookkeeper.

Attachment #8

RESOLUTION NO. 2018 – 117: ACCEPTING MRB PROPOSAL FOR PROFESSIONAL SERVICES RELATING TO OBTAINING REGULATORY APPROVALS FROM ARMY CORPS OF ENGINEERS AND DEPARTMENT OF AGRICULTURE AND MARKETS FOR WATER INFRASTRUCTURE PROJECTS RELATED TO THE CANANDAIGUA CONSOLIDATED CAPITAL IMPROVEMENT PROJECT 2019; AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) wishes to make upgrades to its aging water infrastructure as detailed in the 2017 adopted Town of Canandaigua Water Master Plan (Master Plan) and as part of the Canandaigua Consolidated Capital Improvement Project; and

WHEREAS, MRB Group has submitted a proposal dated April 6, 2018, to the Town for professional services relating to the following: A) to procure wetland delineation services and obtain regulatory approval to cross said wetland from the Army Corps of Engineers and, B) prepare and submit a notice of intent to operate within an agricultural district to the Department of Agriculture and Markets; the described actions are in relation to the transmission water main for the Canandaigua Consolidated Water District and the proposal is in the amount of \$ 12,000.00 (\$ 9,500.00 for services described above in A and \$ 2,500.00 for B); and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute any and all documents relative to a contract with MRB Group for professional services relating to obtaining regulatory approval from both the Army Corps of Engineers and the Department of Agriculture and Markets in an amount not to exceed \$ 12,000.00 to be paid from S.8310.450.247.

Attachment #9

RESOLUTION NO. 2018 – 118: ACCEPTING MRB PROPOSAL FOR PROFESSIONAL SERVICES RELATING TO THE UPDATE OF THE CRAMER ROAD WATER DISTRICT EXTENSION MAP, PLAN, AND REPORT AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) wishes to make upgrades to its aging water infrastructure as detailed in the 2017 adopted Town of Canandaigua Water Master Plan (Master Plan) and as part of the Canandaigua Consolidated Capital Improvement Project; and

WHEREAS, MRB Group has submitted a proposal dated April 5, 2018, to the Town for professional services relating to the update of the Map, Plan, and Report for the Cramer Road Water District Extension in the amount of \$ 3,500.00; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute any and all documents relative to a contract with MRB Group for professional services relating to the update of the Map, Plan, and Report for the Cramer Road Water District Extension in an amount not to exceed \$ 3,500.00 from S.8310.450.247.

Attachment #10

RESOLUTION NO. 2018 – 119: CONTRACT FOR INSPECTION OF TOWN HIGHWAY FACILITY SPRINKLER SYSTEM

WHEREAS, Davis-Ulmer has installed the sprinkler system in the new highway facility, which requires inspection; and

WHEREAS, Davis-Ulmer has submitted an Inspection Agreement at the annual rate of \$480.00 paid in quarterly installments of \$120.00; and

WHEREAS, the cost for this maintenance has been allocated in budget line A.1620.400; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the contract and authorizes the Highway Superintendent to sign the contract and provide the Town Clerk with a full-executed copy of the contract for the Town's records.

Attachment #11

RESOLUTION NO. 2018 – 120: CONTRACT FOR RIGHT-OF-WAY MOWING ON STATE ROUTE 332

WHEREAS, the NYS DOT has submitted a joint contract to the Towns of Canandaigua and Farmington for Right-of-Way mowing on Route 332 for the 2018 contract season of May 1, 2018 to November 30, 2018; and

WHEREAS, the NYS DOT Right-Of-Way Mowing Contract presented to the Town Board for consideration is included with this resolution and identified as Attachment X to the agenda; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

WHEREAS, it is proposed that the Town of Canandaigua will mow 3.5 center lane miles (CLM) of median on Route 332 a maximum of 3 cycles during the contract period, and the NYS DOT will pay the Town of Canandaigua \$370.00/CLM per occurrence; and

WHEREAS, the Town of Canandaigua is required to submit a Highway Work Permit Application for Non-utility work and the Town's insurance certificates to the NYS DOT under this contract; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Canandaigua Town Board hereby approves the Right-of-Way Mowing Contract with the NYS DOT for the 2018 contract season and authorizes the Town Supervisor to sign the Right-of-Way Mowing Contract; and

BE IT FURTHER RESOLVED, that

1. The Highway Superintendent shall complete a NYSDOT Highway Work Permit for the proposed work.
2. The Town Clerk shall maintain a copy of the signed Right-of-Way Mowing Contract on file.
3. The Highway Superintendent shall deliver the original signed Right-of-Way Mowing Contract, Highway Work Permit Application, and requested insurance certificates to the Canandaigua office of the NYS DOT.

Attachment #12

RESOLUTION NO. 2018 – 121: ACCEPTANCE OF THE 2017 ANNUAL DRINKING WATER QUALITY REPORT

WHEREAS, the Highway & Water Superintendent has completed the 2017 Annual Drinking Water Quality Report; and

WHEREAS, the 2017 Annual Drinking Water Quality Report must be submitted to the New York State Department of Health by May 31, 2018; and

WHEREAS, the draft 2017 Annual Drinking Water Quality Report presented to the Town Board and the public for review and consideration is included with this resolution and is identified as Attachment X; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby approves the 2017 Annual Drinking Water Quality Report; and

BE IT FURTHER RESOLVED, the Canandaigua Town Board directs the Town Clerk to:

1. Submit the approved 2017 Annual Drinking Water Quality Report prior to the due date; and
2. Post the final report on the Town's website and send notification via Facebook and Mailchimp that the report is available for review on the website.

Attachment #13

RESOLUTION NO. 2018 – 122: REQUEST TO ACCEPT 284 AGREEMENT FOR THE EXPENDITURE OF 2018 HIGHWAY MONEYS

WHEREAS, the Highway Superintendent has provided a 284 Agreement for the proposed 2018 expenditures of highway moneys to supersede resolution # 2017-419; and

WHEREAS, the amount of the proposed funds to be used is \$1,688,300.00 for the maintenance of 102.60 miles of town roads; and

WHEREAS, resolution to amend 2018 budget line D.5110.400 for new projects while maintaining the overall budgeted amount with the new projects attached; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby accepts the 2018 Agreement for the Expenditure of Highway Moneys and directs the Town Clerk to retain one copy of the executed agreement and to forward a second copy to the Ontario County Highway Superintendent.

Attachment #14

**RESOLUTION NO. 2018 – 123: AUTHORIZATION FOR 2018 BUDGET AMENDMENT FOR
INSTALLATION OF WATER MAIN ON COUNTY ROAD 10**

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”); has been informed by the Canandaigua Water Superintendent of the need to install a 12 inch water main on the west side of County Road 10 for current and future development; and

WHEREAS, the Town Board has voted to consolidate the formerly known Canandaigua Hopewell Water District of the Town of Canandaigua into the district known as Canandaigua Consolidated (Town of Canandaigua Special District # S.247); and

WHEREAS, the estimated total project cost is \$1,613,000.00 as detailed in the MRB Group’s Engineer’s report for the County Road 10 Improvements to the Town of Canandaigua Consolidated Water District dated February 16, 2018; and

WHEREAS, the Engineer’s report identifies three phases of construction for the project as follows:

Phase 1	“12” Penney Transmission to Recreation)”	\$ 200,000.00
Phase 2	“Recreation Dr to Creek View”	\$ 196,036.00
Phase 3	“Creek View to CR4, Otetiana Pnt Loop”	<u>\$1,217,000.00</u>
		\$1,613,000.00

WHEREAS, the Canandaigua Water Superintendent is recommending the authorization to move forward with Phase 1 and Phase 2; and

WHEREAS, the proposed improvements were not included in the 2018 adopted Town of Canandaigua budget are as follows:

Phase 1:	Equipment	\$ 37,000.00
	Contractual	\$126,000.00
	Legal	\$ 5,000.00
	Engineering	<u>\$ 32,000.00</u>
		\$200,000.00
Phase 2:	Equipment	\$ 70,710.00
	Contractual	\$ 89,026.00
	Legal	\$ 6,300.00
	Engineering	<u>\$ 30,000.00</u>
		\$196,036.00

; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua directs the Town Manager and Bookkeeper to make the following 2018 budget adjustments related to the above described project for Phase 1 and Phase 2 (combined costs) as follows:

Revenue (increase the following line):	
S.9000..247 Appropriated Fund Balance	\$396,036.00
Expenditures (increase the following lines):	
S.8310.410.247 Water Admin Legal	\$ 11,300.00
S.8310.450.247 Water Admin Engineering	\$ 62,000.00
S.8397.200.247 Water Capital Projects Equip	\$107,710.00
S.8397.400.247 Water Capital Projects Contr	<u>\$215,026.00</u>
	\$396,036.00

BE IT FURTHER RESOLVED, the Town Board acknowledges at the time of the filing of the 2017 Annual Update Document (AUD) the estimated end of year fund balance for 12/31/17 was \$1,837,864.00 (for combined all water districts) and this appropriation of \$396,036.00 will result in a reduction of unassigned fund balance for S.247 (Canandaigua Consolidated); and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager, Water Superintendent, and Bookkeeper.

Attachment #15

RESOLUTION NO. 2018 – 124: WATER BOOSTER STATION & STORAGE TANKS PROJECT; AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) has reviewed the SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Town Engineer) on the above referenced Town of Canandaigua Water Booster Station & Storage Tanks Project (hereinafter referred to as Action); and

WHEREAS, the Town Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board determines that said Action is also subject to a coordinated review and approval by other involved agencies under SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency to insure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE BE IT RESOLVED that the Town Board does hereby declare its intent to be designated as the lead agency for the Action, and identifies that it is a Type 1 Action pursuant to SEQRA; and

BE IT FURTHER RESOLVED, that the Town Engineer is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing on or before noon on Monday, May 14, 2018.

Attachment #16

RESOLUTION NO. 2018 – 125: AUTHORIZATION FOR EXTRA COSTS ASSOCIATED WITH SITE DESIGN PROJECT

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) previously authorized expenditures per Resolution # 2017-128 for the updating and redesign of the Town of Canandaigua’s site design criteria; and

WHEREAS, the 2017 adopted Town Budget included an amount of \$20,000.00 in A.8020.426 for the updating of the site design criteria; however, the Town Engineer’s proposal estimated the total project costs to be an amount not to exceed \$15,000.00; and

WHEREAS, the Site Design Criteria Team working closely with the Town Engineer and the Highway and Water Superintendent have identified more comprehensive changes that were needed to the Site Design Criteria than originally thought; and

WHEREAS, on December 31, 2017 costs associated with A.8020.426 Site Design Criteria were \$14,850.00; and

WHEREAS, the remaining unexpended funds were returned to fund balance; and

WHEREAS, costs associated with completion of the Site Design Criteria are estimated to be an additional \$3,500.00; and

NOW THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Manager to make a 2018 adopted budget amendment to increase A.8020.426 Planning Site Design from \$ 0.00 to \$3,500.00 and increase A.9000.. Appropriated Fund Balance from \$406,317 adding an additional \$3,500.00 to \$409,817.00 resulting in a decrease of unassigned fund balance of \$3,500.00; and

BE IT FURTHER RESOLVED, the Town Manager is authorized to expend a total amount not to exceed \$18,500.00 for the updating of the Site Design Criteria (including the \$ 14,850.00 already expended in 2017); and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and Bookkeeper.

RESOLUTION NO. 2018 – 126: APPROVING FINAL JOINT CONSOLIDATION AGREEMENT FOR THE CONSOLIDATION OF THE CANANDAIGUA-HOPEWELL WATER DISTRICT OF THE TOWN OF CANANDAIGUA INTO THE EXISTING CANANDAIGUA CONSOLIDATED WATER DISTRICT, AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT

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. CANANDAIGUA-HOPEWELL WATER DISTRICT OF THE TOWN OF CANANDAIGUA

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, and the holding of a public hearing on April 16, 2018 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 Joint Consolidation Agreement pursuant to GML Article 17-A to effectuate said consolidation; and

WHEREAS, on March 19, 2018, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, by Resolution No. 2018-088, 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 April 16, 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; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to execute all documents relative to the Joint Consolidation Agreement.

Attachment #17

RESOLUTION NO. 2018 – 127: CONTRACT FOR NATURAL UPCYCLING

WHEREAS, the Town of Canandaigua will start offering food waste collection at the transfer station as part of planning for the future closing of the landfill; and

WHEREAS, three local companies have been contacted regarding these services; and

WHEREAS, Community Composting does not service this area, Vermi-Green LLC cannot offer an affordable alternative to the landfill (see attachment separate email), and Natural Upcycling can offer a flexible and affordable option while meeting DEC standards; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the contract with Natural Upcycling and authorizes the Highway Superintendent to sign the contract effective June 30, 2018 and provide the Town Clerk with a full-executed copy of the contract for the Town's records.

Attachment #18

RESOLUTION NO. 2018 – 128: SETTING A PUBLIC HEARING FOR A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER §79; AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as "Town Board") is considering a text code amendment that to Town Code Chapter §79 that would modify and clarify the regulations regarding the residential keeping of Chickens and Ducks in order to be more in line with the State of NY regulations for the same; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on May 21, 2018 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #19

RESOLUTION NO. 2018 – 129: SETTING A PUBLIC HEARING FOR A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER 220-9(A); AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering a Local Law to execute a text code amendment to Town Code Chapter §220-9A that would amend the regulation for the setback of a structure from the mean high water mark of Canandaigua Lake in order for it to comply with other sections of Town Code; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on May 21, 2018 at 6:00 pm

at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424;
and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #20

**RESOLUTION NO. 2018 – 130: SETTING A PUBLIC HEARING FOR A TEXT CODE
AMENDMENT TO TOWN CODE CHAPTER 220-9; AND SEQR INTENT TO DECLARE LEAD
AGENCY**

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering a Local Law to execute a text code amendment to Town Code Chapter §220-9W that would clarify the size limits for swimming pools; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on May 21, 2018 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424;
and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #21

RESOLUTION NO. 2018 – 131: SETTING A PUBLIC HEARING FOR A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER 220-9K REGARDING LARGE SCALE SOLAR FARM FENCES; AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering a Local Law to execute a text code amendment to Town Code Chapter §220-9K that would allow fences associated with approved Large Scale Solar Energy Systems to meet the National Electric Code; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on May 21, 2018 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #22

RESOLUTION NO. 2018 – 132: AUTHORIZATION FOR TOWN MANAGER TO EXECUTE ALL DOCUMENTS RELATIVE TO LAND ACQUISITION OF 23.2 ACRES OF LAND AT 5446 ROUTE 5 & 20; TAX MAP #83.00-1-23.100

WHEREAS, the Town of Canandaigua Town Board wishes to purchase the adjoining parcel of land (mostly wetland) next to the Town Hall and Highway facility campus to serve as a buffer for the protection of Town assets and future needs; and

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) would like to enter into a purchase agreement with the property owner, Ian Boni, for the acquisition of 23.2 acres of land at 5446 Route 5 & 20, TM #83.00-1-23.100; and

NOW, THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Manager to execute any and all documents relative to the acquisition of 23.2 acres of land at 5446 Route 5 & 20, TM #83.00-1-23.100, from Ian Boni at a cost not to exceed \$30,000.00 (the current

appraised value) to be paid from Town of Canandaigua Town Budget Account Number A.1940.200; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua directs the Town Manager to make a budget adjustment journal entry to increase A.1940.200 by \$30,000.00 in order to cover the cost of the purchase, and increase A.9000 Assigned Appropriated Fund Balance by \$30,000.00.

Attachment #23

RESOLUTION NO. 2018 – 133: APPROVE RELEASE OF RFP FOR REPLACEMENT OF NETWORK SERVER

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) is aware that the Town’s current network server and digital storage is outdated and in need of replacement due to its inadequacy to meet the immediate and future needs of the Town and the resulting associated security issues; and

WHEREAS, the Town Board would like to receive proposals from interested parties for the purposes of replacing and installing a new server and related equipment and performing all data migration and software set-up; and

WHEREAS, the Town Manager and the Town Clerk have prepared a Request for Proposals (RFP) for such services; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the release of the RFP for the purchase and installation of a new network server and associated equipment; and

BE IT FINALLY RESOLVED, the Town Board directs the Town Manager to release the RFP and bring the responses back to the Town Board for further consideration.

Attachment #24

RESOLUTION NO. 2018 – 134: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 3754 COUNTY ROAD 16 (TAX MAP #113.09-1-2.000)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for the construction of a single family home at 3754 County Road 16, Canandaigua (Tax Map #113.09-1-2.000), owned by Edwin & Margaret Jefferies; and

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

WHEREAS, the Town Code Enforcement Officer 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, the applicant has provided a check in the amount of \$365.00 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$365.00 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; 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 \$365.00 in the form of a check.

Attachment #25

RESOLUTION NO. 2018 – 135: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 3542 SANDY BEACH DRIVE (TAX MAP #98.15-1-33.000)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for the construction of a single family home at 3542 Sandy Beach Drive, Canandaigua (Tax Map #98.15-1-33.000), owned by Anthony Koscumb; and

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

WHEREAS, the Town Code Enforcement Officer 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, the applicant has provided a check in the amount of \$340.00 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$340.00 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; 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 \$340.00 in the form of a check.

Attachment #26

RESOLUTION NO. 2018 – 136: AUTHORIZATION FOR LIFTING OF ORDER NOT TO ENTER PREMISES AT 5440 ROUTE 5 & 20 WEST, CANANDAIGUA

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) on June 21, 2017 adopted Resolution Number 2017 – 248 known as “Ratification of Town Supervisor’s Order Not To Enter Town Premises at 5440 Route 5 & 20 West, Canandaigua”; and

WHEREAS, the individual’s privileges to be physically present on real property owned by the Town of Canandaigua at 5440 Route 5 & 20 West commonly identified as the Canandaigua Town Hall, and all ancillary operations including the site for Canandaigua Town Highway operations and the Transfer Facility (“Town Campus”) were revoked; and

WHEREAS, the individual has complied with the order since the date of the order on June 21, 2017; and

WHEREAS, the individual and family have made the Town Supervisor and Town Manager aware of the improvements made and have requested permission to enter the property with family members to be able to conduct business with the Town of Canandaigua; and

WHEREAS, the Town Supervisor and Town Manager met with the individual on April 6, 2018 at the individual's home during which time the individual expressed profound remorse for past actions leading to the prior order; and

WHEREAS, it is the recommendation of the Town Supervisor and Town Manager to restore privileges to the individual; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby lifts the ban and restores public privileges taken away per Resolution # 2017-248.

RESOLUTION NO. 2018 – 137: HOME RULE REQUEST IN SUPPORT AND REQUEST FOR APPROVAL OF ASSEMBLY BILL NO. A.10095 AND SENATE BILL NO.S.7935

WHEREAS, the Town Board has requested home rule legislation in order to allow the Canandaigua Town Justices to share municipal services in order to co-locate and hold court proceedings for the Town of Canandaigua at the Canandaigua City Hall; and

WHEREAS, the Canandaigua City Hall is approximately one and a half miles from the Canandaigua Town Hall which serves as the current location of the Canandaigua Town Court; and

WHEREAS, the Canandaigua Town Board and the Canandaigua City Council have previously approved resolutions of support for this action to further demonstrate shared services; and

WHEREAS, Assembly Leader Brian Kolb and Senator Pamela Helming have introduced legislation on behalf of the Town of Canandaigua known as Assembly Bill No. A.10095 and Senate Bill No. S.7935; and

WHEREAS, the co-location of the Canandaigua Town Court within the Canandaigua City Court enables the residents of the Town of Canandaigua to potentially avoid \$1.5 million in new expenditures and a potential 10% tax increase based on a \$100,000.00 annual debt service payment relating to the construction of a new court facility per NYS standards; and

NOW, THEREFORE BE IT RESOLVED, the Town Board wishes to express support for Assembly Bill No. A.10095 and Senate Bill No. S.7935; and

BE IT FURTHER RESOLVED, the Town Board wishes to extend appreciation to Leader Kolb and Senator Helming for introducing this legislation on behalf of the residents of Canandaigua; and

BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide certified copies of this resolution to Governor Cuomo, Assembly Leader Kolb, Senator Helming, City of Canandaigua Mayor Ellen Polimeni, Ontario County Administrator Mary Krause, City Manager John Goodwin, and Town Manager Doug Finch.

RESOLUTION NO. 2018 – 138: AUTHORIZATION TO PURCHASE TIME CLOCKS FROM USA PAYROLL

WHEREAS, there is an administrative need to convert our payroll and timesheet process electronically; and

WHEREAS, the Personnel Officer has researched time clocks and systems and is recommending purchasing four time clocks from our current payroll vendor (USA Payroll); and

WHEREAS, the clocks purchased will integrate with our current payroll software and newly purchased financial software; and

WHEREAS, there will be a one-time fee of \$750.00 for the clocks and key fobs and a monthly charge of \$81.00 in addition to our current payroll processing fees which average \$340.00 per month; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby approves the proposal from USA Payroll for the purchasing of four time clocks and implementation of electronic time keeping system to be paid out of budget line A.1620.400.

Attachment #27

RESOLUTION NO. 2018 – 139: APPOINTMENT OF FULL-TIME PARKS MAINTENANCE ASSISTANT

WHEREAS, the Director of Parks and Recreation has requested the appointment of a full-time Parks Maintenance Assistant; and

WHEREAS, the open position was advertised in the Daily Messenger and posted on the Town's website and mailchimp program; and

WHEREAS, the Director of Parks and Recreation, Town Manager, and Personnel Officer received over 20 applications and/or resumes from interested candidates and after conducting interviews with 5 candidates are recommending _____ be appointed as Parks Maintenance Assistant; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby approves the hiring of _____ at a salary of \$ 40,000.00 to be charged to the 2018 Adopted Budget Line A.7110.121.

RESOLUTION NO. 2018 – 140: APPOINTMENT OF FULL-TIME PARKS LABORER

WHEREAS, in preparation for the retirement of a full-time Parks Laborer, the Director of Parks and Recreation has requested the appointment of a full-time Laborer to overlap in order to train and learn all aspects of the parks; and

WHEREAS, the Director of Parks and Recreation, Town Manager, and Personnel Officer interviewed the candidate; and

NOW, THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby approves the hiring of Jonathan Singer at an hourly rate of \$18.00 to be charged to the 2018 Adopted Budget Line A.7110.130.

RESOLUTION NO. 2018 – 141: ACKNOWLEDGING AND GRANTING A REQUEST FOR A WAIVER OF THE FEE IN LIEU OF PARKLAND FOR THE LINDQUIST SITE PLAN APPLICATION

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) has received a letter from a Mr. and Mrs. Lindquist requesting a waiver of the \$1,000.00 fee in lieu of parkland per Town Code §111-10 Appeal; and

WHEREAS, the Lindquists have addressed each item in the Planning Board Resolution Findings relating to the fee and their reasons for requesting such a waiver; and

WHEREAS, the Town Board wishes to acknowledge their letter; and

NOW, THEREFORE BE IT RESOLVED, the Town Board acknowledges the receipt of the letter from Robert and Barbara Lindquist, dated April 2, 2018; and

BE IT FURTHER RESOLVED, the Town Board finds _____.

Attachment #28

RESOLUTION NO. 2018 – 142: ACKNOWLEDGING AND GRANTING REQUEST FOR A WAIVER OF A RESERVATION FEE AT outhouse PARK FOR A COMMUNITY GROUP

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) has received a letter from a Mrs. Aubre Virkler requesting a waiver of the \$150.00 fee for the reservation of the lodge at Outhouse Park in the Town of Canandaigua on April 29, 2018; and

WHEREAS, the reservation has been made on behalf of the Ontario County Foster/Adoptive/Kinship Parent Support Group for a meeting place for the families belonging to their group; and

WHEREAS, the Town Board wishes to acknowledge their letter and grant their request for a waiver of the \$150.00 fee; and

NOW THEREFORE BE IT RESOLVED, the Town Board acknowledges the receipt of the letter from Aubre Virkler, dated March 29, 2018, and hereby grants the waiver of the \$150.00 reservation fee for the use of the lodge at Outhouse Park on April 29, 2018 by the above mentioned community group.

Attachment #29

RESOLUTION NO. 2018 – 143: AUTHORIZATION TO ENTER INTO A CONTRACT WITH ESI EMPLOYEE ASSISTANCE GROUP

WHEREAS, ESI Employee Assistance Group (ESI) offers an Employee Assistance Program that provides counseling and lifestyle benefits for employees as well as Human Resource Consultations and resource center for managers and supervisors; and

WHEREAS, the Town of Canandaigua is able to participate in a shared services proposal with Ontario County and join at the consortium price of \$16.00 per employee per year with a 3 year option with 1.5% increase per employee for year 2 and 3; and

WHEREAS, the full-time equivalent (FTE) for the Town of Canandaigua is 42 employees which would be a cost of \$672.00 for year 1, \$682.08 for year 2 and \$695.72 for year 3; and

WHEREAS, the Personnel Officer is recommending offering an Employee Assistance Program for the Town of Canandaigua employees and signing a 3 year contract with ESI; and

WHEREAS, the 2018 Town Budget was adopted with \$1,500.00 budget line for an EAP Program; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves entering into a 3 year contract with ESI Employee Assistance Group to be paid out of budget line A.1430.420; and

BE IT FINALLY RESOLVED, the Town Manager is authorized to execute any and all documents relative to this contract.

Attachment #30

RESOLUTION NO. 2018 – 144: ACKNOWLEDGING ONTARIO COUNTY INTENT TO DECLARE LEAD AGENCY FOR JOINT ATHLETIC FIELD PROJECT WITH FLCC AND STATEMENT OF NO OBJECTION

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) has received a letter from Ontario County Associate Planner, Tim Jensen, stating that the County intends to declare itself as lead agency for a joint project between the County and Finger Lakes Community College (FLCC) to construct athletic fields on the college campus in the Town of Hopewell; and

WHEREAS, the Town Board wishes to acknowledge the letter and to make it known that it has no objections to the County acting as lead agent for the above mentioned project; and

WHEREAS, the Town Board wishes to encourage Ontario County to continue pursuing the development of a water quality project in this area in order to help with the mitigation of flooding during heavy runoff events for surrounding residents; and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby declares that it has no objection to Ontario County acting as lead agent for the joint project with FLCC to construct athletic fields on the FLCC campus in the Town of Hopewell, NY.

Attachment #31

RESOLUTION NO. 2018 – 145: RATIFICATION OF FULL-TIME DEPUTY TOWN CLERK APPOINTMENT AND DEPUTY REGISTRAR

WHEREAS, Town Clerk Jean Chrisman advertised for this vacancy in the Daily Messenger, Mailchimp, and on the Town's website and Facebook pages; and

WHEREAS, on September 18, 2017, the Town Board adopted Local Law 18 of 2017 modifying the residency requirements for the Deputy Town Clerk position to open the opportunity to all residents who reside in Ontario County; and

WHEREAS, after receiving more than 50 applications and conducting 8 interviews, Town Clerk Jean Chrisman hereby appoints _____ to the full-time Deputy Town Clerk and part-time Deputy Registrar of Vital Statistics positions; and

WHEREAS, Town Clerk Jean Chrisman is requesting the Town Board approve the hourly pay rate of \$_____ for _____ to perform the duties of Deputy Town Clerk and Deputy Registrar of Vital Statistics; and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby acknowledges the appointment of _____ to the full-time Deputy Town Clerk and part-time Deputy Registrar of Vital Statistics positions and establishes an hourly pay rate of \$_____ to be paid out of budget line A.1410.142 and in accordance with the policies and procedures outlined in the Town of Canandaigua Employee Handbook.

RESOLUTION NO. 2017 – 146: RATIFICATION OF PART-TIME DEPUTY REGISTRAR OF VITAL STATISTICS

WHEREAS, at the March 19, 2018 Town Board meeting the Town Board of the Town of Canandaigua created a second position of Deputy Registrar of Vital Statistics per Resolution No. 2018-073; and

WHEREAS, the request and appropriate paperwork has been filed with Ontario County and the Civil Service Commission; and

WHEREAS, Town Clerk/Registrar Jean Chrisman has the authority to appoint a part-time Deputy Registrar temporarily until the Civil Service Commission approves the position and is hereby appointing Judy Miller; and

WHEREAS, the 2018 Adopted Town of Canandaigua Budget has a budgeted amount of \$250.00 for a second Deputy Registrar of Vital Statistics; and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby acknowledges the appointment of Judy Miller to the part-time Deputy Registrar of Vital Statistics positions and establishes a yearly rate of \$250.00 to be paid out of budget line A.4020.100.

RESOLUTION NO. 2018 – 147: SUPPORTING OUR VETERANS/PROCLAIMING MAY 2018 AS POPPY DAYS MONTH

WHEREAS, the annual POPPY PROGRAM has been officially recognized and endorsed by governmental leaders since 1921; and

WHEREAS, every POPPY is handmade by a veteran and the proceeds of this worthy fundraising campaign are used exclusively for the benefit of veterans and the surviving families of deceased veterans; and

WHEREAS, the POPPY PROGRAM raises community awareness and respect for our veterans by educating the public about the symbol of the poppy; the 4 petals representing dedication, sacrifice, responsibility and compassion; and

WHEREAS, the red petals symbolize the outpouring of the blood; the black is symbolic of mud and desolation of all battlefields; the green symbolizes the forests, meadows and fields where Americans through the generations have given their lives to preserve our freedoms, and the steam represents the courage and determination of our brave warriors; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board does hereby declare the Month of May 2018 "POPPY DAYS MONTH" in the Canandaigua Area; and

BE IT FURTHER RESOLVED, the Canandaigua Town Board urges the citizens of this community to recognize the merits of this cause by donating generously to the POPPY PROGRAM and by proudly displaying a POPPY to show support and appreciation for the sacrifices of our veterans and as evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American citizens.

RESOLUTION NO. 2018 – 148: REQUEST TO HIRE SUMMER STAFF FOR PARKS

WHEREAS, the Director of Parks and Recreation has requested hiring the following individuals for summer staff at our Parks; and

WHEREAS, the proposed hourly rate for each positions is identified in the following table; and

WHEREAS, these positions are seasonal and are therefore per the employee handbook are not benefit eligible; and

WHEREAS, the funding for this expense is included in the 2018 Adopted Town Budget; and

Megan Werth	Gate Attendant	\$10.50/hour	A.7110.142
Ray Hagen	Gate Attendant	\$10.50/hour	A.7110.142
Lisa Thompson	Recreation Assistant	\$10.50/hour	A.7140.142
Katelyn Boyce	Recreation Specialist	\$10.50/hour	A.7140.142
Dillon Mergenthaler	Recreation Specialist (Day Camp)	\$11.00/hour	A.7140.142
Sarah Neubecker	Lifeguard	\$11.00/hour	A.7140.141
Heather Chrisman	Senior Lifeguard	\$11.75/hour	A.7140.141
Evan Rennie	Laborer	\$11.25/hour	A.7110.131

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves of the hiring of the seasonal positions noted above at the stated hourly rate and budget lines; and

BE IT FUTHER RESOLVED, the Town Board of the Town of Canandaigua authorize the Town Manager to execute any and all documents; and

BE IT FINALLY RESOLVED, hiring is contingent upon the Ontario County Department of Human Resources certifying the above individuals meet the required training, certification or experience standards; the Director of Parks and Recreation filing the required written reference verifications with the Manager's office; and the completion of the new hire paperwork prior to the first day of work.

RESOLUTION 2018 – 149: STANDARD WORK DAY FOR TOWN CLERK, HIGHWAY SUPERINTENDENT, AND SUPERVISOR

WHEREAS, the Town Clerk has been notified by the NYS Comptroller's Office that Form RS 2419 (Recertification of Records of Activities) is required to be on file with the Town; and

WHEREAS, elected officials who are re-elected for subsequent terms are required to submit a Record of Activities for the first three months of each newly elected term and their average days worked per month shall be identified on Form RS 2417-A to establish a standard workday for retirement credit purposes; and

WHEREAS, the Town Clerk Jean Chrisman, Highway Superintendent James Fletcher, and Supervisor Gregory Westbrook have provided this information to the Clerk's Office; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby directs the Town Clerk to take any and all required steps to report and record the following information in the NYS Employees' Retirement System:

Position	Name	Standard Work Day	Term Begins/Ends	Employee Participates in Time Keeping System	Days/ Month
Elected					
Town Clerk	Jean Chrisman	8	1/1/2018-12/31/2021	No	22.27
Highway Superintendent	James M Fletcher	8	1/1/2018-12/31/2021	No	37
Supervisor	Gregory Westbrook	6	1/1/2018-12/31/2021	No	3.14

- Approval of the following Town Board Meeting Minutes:
March 19, 2018
- 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)

Utility Abstract dated 4/3/2018 totaling \$52,118.54
General fund \$7,770.52
Highway fund \$46.55
Water districts \$1,502.97
TA fund \$42,798.50

Abstract dated 4/10/2018 totaling \$2,945,580.20
General fund \$209,283.43
Highway fund \$94,760.83
Capital projects \$1,264,044.35
Water districts \$353,254.08
Fire Protection districts \$947,096.00
Lighting districts \$2,357.32
TA fund \$74,784.19

- Privilege of the Floor
- Other Business
- Privilege of the Floor
- Executive Session, as requested
- Adjournment