

Canandaigua Town Board

Meeting Agenda

April 20, 2015

6:00pm

1. Call To Order and Pledge of Allegiance
 - Pledge led by Terry Fennelly, Town Supervisor
2. Roll Call
 - Town Clerk Confirmation meeting was properly advertised
3. Circulation of Written Communications and Correspondence
 - Flyer, Southern Tier West Annual Local Government Conference
 - Newsletter, March 2015 Army Strong Community Center
 - Letter, Time Warner Cable, Chris Mueller, Director Local Franchising, Programming Updates, March 18, 2015
 - Newsletter, April 2015 Chamber Connection
 - Newsletter, April 2015 Army Strong Community Center
 - Flyer, Powered Industrial Truck Training, Ontario County Employee Safety Program
 - Newspaper Article, The Depression Years by Ray Henry
 - Flyer, Spring 2015 Regional Local Government Workshop
 - Report, NYS DOT CHIPS 2015-26 Enacted Budget
 - Letter, State Assembly of NY, reply from Brian Kolb re Resolution 2015-37 / tax cap
 - Copy of the 2015 Association of Towns membership certification certificate
 - Letter, Time Warner Cable, Chris Mueller, Director Local Franchising, Programming Updates April 1, 2015
 - Flyer, Lakeview Health Services 23rd Annual Lakeview Golf Classic, August 25, 2015
 - Newsletter, The Inside Dirt, April 2015
 - Newsletter, NYS Local Retirement System Employee Forum, Spring 2015
 - Letter, Time Warner Cable, Chris Mueller, Director Local Franchising, Programming Updates, May 6, 2015
 - Letter, US Salt, LLC, proposed propane storage facility, May 12, 2015
 - Notification, NYS DCJS, sex offender details, May 7, 2015
 - Letter, Anita Pietropaolo, Director of Development, UR Medicine/Thompson Health, report on giving 2014
 - Inspection Summary Report for Onanda Park – No violations were found.
4. Privilege of the Floor
5. Presentations
 - Ed Varno, Executive Director, Ontario County Historical Society, May 2nd Canandaigua Day at the Historical Society ~ 10 minutes.
 - Greg Hotaling, Town Engineer, MRB Group, Farmington Sewer Use Law Update, ~10 min
6. Public Hearings
 - None scheduled
7. Priority Business
 - Strategic Planning Session
8. Reports of Town Officials and Department Heads – Attachment 1
 - A. Director of Parks & Recreation
 - B. Highway Superintendent
 - C. Water Superintendent
 - D. Assessor
 - E. Development Director
 - F. Historian

- G. Town Clerk
- H. Supervisor
 - 1. Monthly Financial Report for March 2015
 - a. Revenue & Expense Report
 - b. EFPR Solutions Executive Summary
 - c. Bank Reconciliation Report
 - d. Overtime Report

- 9. Reports of Committees, Boards, and Commissions
 - A. Planning Board
 - B. Zoning Board of Appeals
 - C. Environmental Conservation Board
 - D. Public Works Committee
 - E. Technology Committee
 - F. Safety/Security Committee
 - G. Strategic Planning Committee
 - H. Citizens Implementation Committee
 - I. Personnel Committee

10. Privilege of the Floor

11. Resolutions

Continued Resolutions:

RESOLUTION 2015-31: RECOMMENDATION FOR THE PURCHASE OF WASTE & RECYCLING EQUIPMENT

Tabled to the March 16, 2015 Town Board meeting.

WHEREAS, Senator Nozzolio on behalf of the Town of Canandaigua secured \$50,000 in funding from the Dormitory Authority of State of New York (DASNY); and

WHEREAS, the intent of this funding is to provide a means for the Town to upgrade certain Transfer Station operations and equipment; and

WHEREAS, the Public Works Committee was charged with determining the best use of these funds and is now recommending the Town Board authorize the following improvements and expenditures:

- A 14 x 20 building that meets the NYS Department of Environmental Conservation requirements for used electronics storage; estimated cost \$9,800.00; and a
- 250- gallon waste oil tank that meets the NYS Department of Environmental Conservation Petroleum Bulk Storage requirements; estimated cost \$2,500.00; and a
- Waste Trash Compactor; estimated cost \$26,700.00; and a
- 40-yard storage container; estimated cost \$8,300.00; and,

WHEREAS, the DASNY grant requires the Town to pay for these purchases up front and seek subsequent reimbursement therefore the Public Works Committee is recommending a temporary loan from Line _____ of the 2015 Adopted Budget to purchase this equipment; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby authorizes the Highway Superintendent to make the purchases described above in accordance with the Town of Canandaigua Procurement Policy at a cost not to exceed \$ 47,300.00; and

BE IT FURTHER RESOLVED, 1. the Canandaigua Town Board hereby approves a temporary loan from Line _____ of the 2015 Adopted Budget for the purchase of this equipment with the understanding this line may not be overdrawn at any time; and 2. the Canandaigua Town Board hereby directs the Town Clerk to forward copies of this resolution to the Town Bookkeeper and EFPR Solutions.

RESOLUTION # 2015 – 77: SOIL EROSION CONTROL AND LANDSCAPE SURETY OLD BROOKSIDE, SECTION 6 (BUFFALO STREET EXTENSION)

WHEREAS, the Town of Canandaigua Planning Board has granted final subdivision approval for the project known as Old Brookside, Section 6 to be constructed along Buffalo Street Extension; and

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

WHEREAS, the project engineer (BME) has provided a soil erosion control and landscaping estimate in the amount of \$ 452,237.18 (Attachment 2); 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 (Attachment 5) pending Town Board approval of the trail to be constructed; and

WHEREAS, the developer has submitted a letter of credit in the amount of \$ 452,237.18, which has been reviewed and approved by the Town Attorney (*as of 3.9.15, letter of credit and town attorney are pending*); and

WHEREAS, the amount referenced includes surety for construction of a trail on town owned property on the west side of the Old Brookside subdivision; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control and landscaping surety in the form of a letter of credit in the amount of \$ 452,237.18 pertaining to the construction of Old Brookside Section 6 to be developed off Buffalo Street Extension.

RESOLUTION # 2015 – 78: SOIL EROSION CONTROL AND LANDSCAPE SURETY VISION NISSAN (2375/2409 NYS ROUTE 332)

WHEREAS, the Town of Canandaigua Planning Board has granted single-stage site plan conditional approval for the construction of Vision Nissan, a car dealership to be located at the corner of NYS Route 332 and Aroline Road; and

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

WHEREAS, the project engineer (BME) has provided a soil erosion control bond estimate in the amount of \$ 49,276.70 (Attachment 3), and a landscaping estimate in the amount of \$29,510.80; 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 (Attachment 6); and

WHEREAS, the town attorney has reviewed the letter of credit and approved; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control [bond letter of credit](#) in the amount of \$ [78,787.50](#) (\$49,276.70 soil erosion control, and \$29,510.80 landscaping) pertaining to the construction of Vision Nissan at 2375/2409 NYS Route 332.

**RESOLUTION # 2015 – 79: SOIL EROSION CONTROL AND LANDSCAPE SURETY
DEPAUL TROLLEY STATION APARTMENTS (2464 COUNTY ROAD 28)**

WHEREAS, the Town of Canandaigua Planning Board has granted single-stage site plan conditional approval for the construction of a 48-unit Apartment Complex (DePaul Trolley Station Apartments), to be built at 2464 County Road 28; and

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

WHEREAS, the project engineer (Parrone Engineering) has provided a soil erosion control and landscaping estimate in the amount of \$ 184,830.03 (Attachment 4); 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 (Attachment 4); and

WHEREAS, the developer has submitted a letter of credit in the amount of \$ 184,830.03, which has been reviewed and approved by the Town Attorney; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control and landscaping surety in the form of a letter of credit in the amount of \$ 184,830.03 pertaining to the construction of DePaul Trolley Station Apartments at 2464 County Road 28.

New Resolutions:

RESOLUTION # 2015 – 95: DESIGNATION OF PARKING LOT LOCATION FOR MILLER PARK

WHEREAS, Miller Park has three locations with adequate space for a possible parking area including County Road 32, State Route 21, and Bliss Road; and

WHEREAS, the Planning Board, Environmental Conservation Board and the Town Board have discussed the merits of all 3 locations; and

WHEREAS, the Director of Parks and Recreation has met at the Miller Park with representatives of the NYS DOT, the Ontario County Department of Public Works, and the Canandaigua Lake Watershed Manager; and

WHEREAS, there does not appear to be a consensus among the boards or the representatives of the various agencies on the best location for the parking lot in terms of safety or accessibility; and

NOW THEREFORE BE IT RESOLVED, after careful consideration, the Town of Canandaigua Park and Recreation Committee, the Town of Canandaigua Trails Committee, and the Director of Parks and Recreation recommend the Town Board approve a parking area on County Road 32; and

BE IT FURTHER RESOLVED, the Town Board hereby designates the County Road 32 address as the best location for a parking area for Miller Park.

RESOLUTION # 2015 – 96: ABOLISHMENT OF THE ACCOUNT CLERK-TYPIST POSITION AND CREATION OF A FINANCE CLERK 2 POSITION

WHEREAS, after reviewing the job duties and responsibilities of the Account Clerk-Typist position, the Highway & Water Superintendent and the Town Supervisor with input from Public Sector HR, EFPR Financial Solutions, and Ontario County Human Resources have determined this title and the associated approved duties no longer adequately address the needs of the Town; and

NOW THEREFORE BE IT RESOLVED, the Highway & Water Superintendent as well as the Town Supervisor recommend abolishing the position of Account Clerk Typist and creating a position of Finance Clerk 2 (Attachment 5); and

BE IT FURTHER RESOLVED, the Town Board hereby approves of the abolishment of the existing Account Clerk Typist position and the creation of a Finance Clerk 2 position. The salary range for the Finance Clerk 2 position shall be \$15.00 - \$20.00 depending upon experience.

RESOLUTION # 2015 – 97: APPROVAL TO BID THE INSTALLATION OF A WATER TRANSMISSION MAIN FOR ROUTE 21

WHEREAS, the Water Superintendent is requesting Town Board approval to post a bid request for the materials necessary for the installation of the water transmission main located on Route 21 between Cramer Road and Rock Oak Hill; and

WHEREAS, on July 14, 2014 a Public Hearing was held for the purpose of hearing from the public on this capital improvement project (Attachment 6); and

WHEREAS, on August 25, 2014, the Canandaigua Town Board approved Resolution 2014-145 authorizing this project at a cost not to exceed \$166,000.00 to be paid from the Canandaigua Consolidated Water District Reserve account; and

THEREFORE NOW BE IT RESOLVED, the Town Board hereby approves of the Water Superintendent posting a bid request for the purchase of the materials necessary to complete the water transmission line installation.

RESOLUTION # 2015 – 98: REQUEST TO SURPLUS EQUIPMENT

WHEREAS, the Highway Superintendent has determined the following equipment is no longer needed for the town, and

WHEREAS, the Highway Superintendent is requesting authorization to surplus and auction the following equipment at the May 9, 2015 municipal auction held in Palmyra, NY;

1. Utility cap for a pick-up truck # 1302
2. 2004 Ford F-250 # 1394
3. 1998 John Deere 650G bulldozer #1154
4. Transmission jack
5. Colman 2500 watt generator # 1338
6. Two ton chain fall
7. Hobart Gas welder # 90029
8. Misc. tires

THEREFORE BE IT RESOLVED, the Town Board hereby approves designating the above list of items as surplus; and

BE IT FURTHER RESOLVED, the Town Board hereby authorizes the Highway Superintendent to auction the above items at the May 9, 2015 Palmyra Auction.

RESOLUTION # 2015- 99: CREATION OF A REAL PROPERTY APPRAISAL AIDE POSITION

WHEREAS, the position of Assessor Office Specialist I is currently vacant; and

WHEREAS, after evaluating the needs of the office, the Town Assessor is recommending the hiring of an experienced Real Property Appraisal Aide (Attachment 7) rather than an Office Spec 1; and

WHEREAS, the Ontario County Department of Human Resources has approved the creation of the Real Property Appraisal Aide position; and

WHEREAS, the Town Assessor and the Town Supervisor are recommending the Town Board approve the creation of the Real Property Appraisal Aide for the Town of Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby approves of the creation of the position of Real Property Appraisal Aide and the abolishment of the Office Specialist 1 position.

RESOLUTION # 2015 – 100: CREATION OF BUDGET LINE FOR THE REAL PROPERTY APPRAISAL AIDE POSITION

WHEREAS, the Assessor and the Budget Officer are requesting the Town Board create a budget line, A.1355.132, for the Real Property Appraisal Aide position; and

WHEREAS, the Assessor and the Budget Officer are requesting the existing budgeted funds for the Office Specialist 1 position, budget line A.1355.131, be transferred to A.1355.131; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby creates the budget line A.1355.132 with the description of “Real Property Appraisal Aide” and approves an interfund transfer of the balance of A.1355.131 to A.1355.132.

RESOLUTION # 2015 – 101: APPRECIATION FOR PARTICIPATION IN THE TOWN OF CANANDAIGUA’S UNITED WAY FOOD DRIVE

WHEREAS, the Town Board of the Town of Canandaigua highly values citizen participation and involvement in our greater community; and

WHEREAS, the Quality of Life in Canandaigua continues to flourish thanks in part to the involvement and generosity of the greater community; and

WHEREAS, residents, employees, and elected officials all participated recently in the Town of Canandaigua’s Community United Way Food Drive, making it a wonderful success; and

WHEREAS, residents of the Canandaigua community greatly benefited from the food drive through the donations to local food pantries and the sense of pride in our community evidenced during such events; and

WHEREAS, the community food drive effort was led by Amanda Catalfamo the Town of Canandaigua’s Development Office Specialist; and

WHEREAS, the Town Board of the Town of Canandaigua is very proud of the entire community and would like to extend sincere appreciation; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua would like to extend deepest gratitude to the entire Canandaigua community, and Amanda Catalfamo for her hard work and leadership of the community food drive.

RESOLUTION # 2015 - 102: APPOINTMENT OF A SECRETARY TO THE ENVIRONMENTAL CONSERVATION BOARD

WHEREAS, the Environmental Conservation Board has requested a secretary to the board to assist the board with the taking of minutes and notes similar to the duties performed by the Clerk to the Planning Board and the Secretary to the Zoning Board of Appeals; and

WHEREAS, the 2015 Town of Canandaigua budget included a small allocation to fund the position of Environmental Conservation Board; and

WHEREAS, the position of Secretary to the Environmental Conservation Board was published in the official newspaper, published on the Town of Canandaigua's website, and sent out via mail chimp; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby creates the position of Environmental Conservation Board Secretary; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby appoints _____ at a rate of \$ _____ per hour to the position of Environmental Conservation Board Secretary.

RESOLUTION 2015 - 103: APPROVAL AND ACCEPTANCE OF A EROSION CONTROL AND STABLIZATION SURETY FOR 4711 NORTH MENTETH DRIVE

WHEREAS, the Planning Board of the Town of Canandaigua has granted one stage site plan approval on February 10, 2015 for the modification and the construction of a driveway; and

WHEREAS, the Planning Board has conditioned the approval on a soil erosion surety to be provided and accepted by the Town Board to include topsoil, seed, sub base materials, and pavers; and

WHEREAS, the Town Engineer has reviewed and recommended approval of the estimate provided by the applicants engineer (Attachment 8) in the amount of \$ 37,743.50; and

WHEREAS, the developer (DVC, Inc.) has provided a cash surety in the amount of \$ 37,743.50 to the Town of Canandaigua to be held until the Planning Board releases the surety in accordance with the Town Code of the Town of Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby approve and accept a surety in the amount of \$ 37,743.50 for the above project.

RESOLUTION 2015 - 104: AUTHORIZATION TO PROCED WITH THE INSTALLATION OF A LIGHT AT THE INTERSECTION OF MIDDLE CHESHIRE AND CHESHIRE GLEN

WHEREAS, the intersection of Middle Cheshire Road and Cheshire Glen is in need of an intersection light to safely identify the intersection; and

WHEREAS, the light was budgeted in 2015, line A.5182.400, estimated cost of \$ 2,800.00 for materials and labor to be installed; and

NOW THEREFORE BE IT RESOLVED, the Town Board does hereby authorize the Highway Superintendent to take the steps necessary for the installation of a light at this location at a cost not to exceed \$2,800,00.

RESOLUTION 2015 - 105: APPROVAL OF THE TOWN OF CANANDAIGUA ORGANIZATIONAL CHART

WHEREAS, updates have been made to the Organizational Chart to reflect staffing changes within the Development Office, Assessor's Office and with the Environmental Conservation Board (Attachment 9); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby approves of the Organizational Chart dated April 2015.

RESOLUTION 2015 - 106: REQUEST FOR CITY/TOWN DAY CAMP FUNDING

WHEREAS, the boundary of the City/Town Day Camp program has been expanded to serve all of the Town of Canandaigua; and

WHEREAS, at the March 16, 2015 Town Board meeting, the Town Board discussed a proposed increase of \$1000.00 to assist with the operations of the City/Town Day Camp; and

WHEREAS, by providing the additional \$1000.00, the Town's 2015 total contribution to the City/Town Day Camp program will equal \$10,000, the same amount spent in prior years; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the payment of \$1000.00 to the City of Canandaigua for the operation of the 2015 Town/City Day Camp program.

RESOLUTION 2015 - 107: ADDITIONAL SPECIALIZED STAFFING AT THE CITY/TOWN DAY CAMP PROGRAM

WHEREAS, the Town has received a request from representatives of the City/Town Day Camp program, the Canandaigua School District, and ARC for \$1100.00 in additional funding for the 2015 City/Town summer program; and

WHEREAS, this money will be used to hire additional staffing to meet the needs of a special population of children (Attachment 10); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the payment of \$1100.00 to the City of Canandaigua; this money will be used to hire additional staffing to meet the needs of a special population of children attending the City/Town Day Camp.

RESOLUTION 2015 - 108: REQUEST TO HIRE EFPR SOLUTIONS FOR INTERNAL AUDITS OF THE JUSTICE AND TOWN CLERK DEPARTMENTS

WHEREAS, EFPR Solutions has proposed completing the 2014 Annual Financial Audit of the Town Clerk/ Receiver of Taxes / Parks Reservations and Town Justice Departments for a cost not to exceed \$1800 (Attachment 11) ; and

WHEREAS, the approved budget, line A.1320.400, includes funds for the completion of NYS required financial audits; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the Town Supervisor to contract with EFPR Solutions for the audit of the Town Clerk / Receiver of Taxes / Parks Reservations and the Town Justice Department for the annual financial audit at a cost not to exceed \$1800.

RESOLUTION 2015-109: REQUEST TO HIRE EFPR SOLUTIONS TO AUDIT THE WATER BILLING PROCESS

WHEREAS, EFPR Solutions has proposed a complete review of the Town's water billing procedure (Attachment 12); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the Town Supervisor to contract with EFPR Solutions to complete an evaluation and provide recommendations for improving the current billing process.

RESOLUTION 2015 - 110: REQUEST TO BID ON WEBSITE UPGRADE

WHEREAS, it is the desire of the Town Board to provide the public with current information through the utilization of the website and other means; and

WHEREAS, the Town's current website was created several years ago and requires specialized computer software and/or the utilization of a 3rd party to make changes to the site; and

WHEREAS, it is the desire of the Town Board to have a website that is easy to use and can be maintained in an efficient and effective manner by Town Staff; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby approves of the Technology Committee preparing a Request For Proposal for the purpose of soliciting recommendations and bids for a website upgrade.

RESOLUTION 2015-111: EXTENSION OF THE CITY – TOWN TRANSFER STATION AGREEMENT

WHEREAS, the Town Board currently provides the City of Canandaigua limited services at the Transfer Station; and

WHEREAS, the contract for these services is set to expire on April 30, 2015; and

WHEREAS, it is the desire of both the Town and the City of Canandaigua to extend the current contract (Attachment 13); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby approves of the proposed contract to extend the contract for one year and authorizes the Town Supervisor to take any and all steps necessary to execute the contract.

RESOLUTION 2015-112: FINANCIAL MANAGEMENT POLICY

WHEREAS, The Town Board is desirous of establishing a Fund Balance Policy which is in the interest of sound financial management; and

WHEREAS, the Town Supervisor/Budget Officer request the approval of the Town Board for the adoption of the Fund Balance Policy (Attachment 14); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby adopts the Fund Balance Policy and this policy shall become effective on the date of this adoption; and further

RESOLVED, that the Town Clerk shall maintain a current copy of this policy with the official Town Records.

RESOLUTION 2015-113: REQUEST FOR BUDGET TRANSFER, TYPIST

WHEREAS, line item A.1220.131, typist, was not funded in the 2015 Budget; and

WHEREAS, Payroll #1 of 2015 included time worked 12.21.14 – 1.3.15 and;

WHEREAS, the typist worked during the last week of December 2014 leaving a shortage in line A.1220.131 of \$443.04; and

NOW THEREFORE BE IT RESOLVED, that the Town Board directs the Budget Officer and the Bookkeeper to amend the 2015 budget as follows:

1. Increase A. 1220.131, Typist by \$443.04;
2. Decrease A. 1220.142, Confidential Secretary by \$443.04.

RESOLUTION 2015-114: REQUEST FOR BUDGET TRANSFER, DEPUTY COURT CLERK

WHEREAS, the services of a Deputy Court Clerk are used on an as needed basis; and

WHEREAS, funds for the services are budgeted in account A.1110.130; and

WHEREAS, the services provided by the Deputy were required while the Court Clerk was on disability; and

WHEREAS, there wasn't sufficient funding budgeted to accommodate length of time the services were needed during the disability; and

WHEREAS, as a result there is a shortage in the account in the amount of \$306.50; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to amend the 2015 budget as follows:

Increase A.1110.130, Justices, Deputy Court Clerk, by \$306.50

Decrease A.1110.120, Justices, Court Clerk, by \$306.50

RESOLUTION 2015-115: PROCLAIMING THE MONTH OF MAY 'BUDDY POPPY MONTH'

WHEREAS, the annual sale of **Buddy Poppies** has been officially recognized and endorsed by governmental leaders since 1922; and

WHEREAS, **Buddy Poppies** are typically assembled by disabled veterans, and the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of disabled and needy veterans and the surviving spouse and orphans of deceased veterans; and

WHEREAS, the basic purpose of the annual **Poppy** sale is eloquently reflected in the desire to "Honor the Dead by Helping the Living"; and

WHEREAS, the American Legion Post 256 will be selling **POPPIES** throughout our community during the month of May; and

NOW THEREFORE BE IT RESOLVED, the Canandaigua Town Board does hereby declare the Month of May “**POPPY MONTH**”; and

BE IT FURTHER RESOLVED, the Canandaigua Town Board urges the citizens of this community to recognize the merits of this cause by contributing generously to its support through the purchase of **POPPIES** and by proudly displaying the purchased **POPPIES** to show support and appreciation for the sacrifices of our honored dead and as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedom which we continue to enjoy as American citizens.

12. Approval of the following Minutes:

March 16, 2015, March 23, 2015, April 6, 2015

13. Approval of Charge Back Billing – Attachment 15

14. 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 & approve of the prepared Voucher Summary Report and the attached invoices)

15. Privilege of the Floor

16. Other Business

17. Privilege of the Floor

18. Executive Session, as requested

19. Adjournment