

## Canandaigua Town Board

### Meeting Agenda

June 15, 2015

6:00pm

1. Call To Order and Pledge of Allegiance
  - Pledge led by Ralph Brandt, Town Councilman
2. Roll Call
  - Town Clerk Confirmation meeting was properly advertised
3. Circulation of Written Communications and Correspondence
  - Newsletter, Wood Library 2014 Annual Report to the Community
  - Letter from NYS Department of Health, Sheryl Robbins / Pierce Park Rechlorination Modifications, May 13, 2015
  - Letter, NYS Department of Taxation and Finance / Notice of Public Hearing – re the Tentative State Equalization Rate for the 2015 Assessment Roll
  - Letter, NYS Department of Taxation and Finance re 2014 Cyclical Aid Certification, May 20, 2015
  - Flyer, Canandaigua Chamber of Commerce Business Awards Luncheon invitation
  - Letter, Time Warner Cable, Chris Mueller, Director Local Franchising, programming updates, May 20, 2015
  - Newsletter, Cornell University Cooperative Extension, The Inside Dirt for Fingerlakes Gardeners June 2015
  - City of Canandaigua Fire Rescue Report to the City Council and Town Board, June 1, 2015
  - Letter, NYS Department of Health, Community Water Supply, partial approval of completed works, Co Rd 28 and North Road water main replacement, May 27, 2015
  - Letter, Rotary Club of Canandaigua, recognition of the Town Highway Superintendent for advice and help with the placement of four sign posts accessing entry into the Town's outlying areas, June 1, 2015
  - Letter, Time Warner Cable, Chris Mueller, Director Local Franchising, programming updates, June 3, 2015
  - Card, Thank You from United Way of Ontario County
  - Newsletter, Ontario County ARC Life, Volume 6 – January, February, March 2015
  - Letter, NYS Department of Health, Community Water Supply, Approval – Goodale Pump Station Modifications, May 8, 2015
  - Letter, Michael G. Howell, Public Relations Coordinator, AMA District 2 Fly-In Event invitation, March 31,2015
4. Privilege of the Floor
5. Presentations
6. Public Hearings
  - The Town Board is interested in public feedback on the proposed Padelford Brook Greenway Plan (Plan). Recommended by the Town of Canandaigua Planning Board, the Plan (Attachment 1) recognizes the increasing development pressures on the northern portion of the Town and includes options for balancing development with the protection of the existing natural resources. The plan identifies areas of wetlands, floodplains, agricultural and farming activity, lands of statewide importance and prime soils, and wildlife corridors and outlines specific measures for protecting these areas.
7. Priority Business

- Rezoning Request, Brundage Real Estate, LLC – The Company Store; Tax Map No. 125.12-48.000; 4244 Route 21 South. The property owner is requesting approval to rezone the property located at 4244 Route 21 South from Neighborhood Commercial to Planned Unit Development. (Attachment 2)
- Strategic Planning Session

8. Reports of Town Officials and Department Heads – (Attachment 3)

- A. Director of Parks & Recreation
- B. Highway Superintendent – Ask about Laura Lane; Switchback Trail
- 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**

**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;

**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**, that

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 2015-126: CONVEYANCE OF TRAFFIC ISLANDS TO FOX RIDGE HOMEOWNERS ASSOCIATION**

**WHEREAS**, the Home Owner’s Association in the Fox Ridge subdivision, (“HOA”), has requested that the Town convey certain traffic islands located within the Fox Ridge subdivision, (“Subdivision”), to the HOA, and

**WHEREAS**, the Town has determined that the traffic islands are not needed for any municipal purpose, and

**WHEREAS**, the Town has additionally determined that the traffic islands are of nominal value,

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The conveyance of the traffic islands from the Town to the HOA is hereby authorized conditioned upon the Town reserving to itself any incidental easements for highway, utility, storm sewer, or like purpose; and
2. The attorney for the Town is hereby authorized to prepare, execute, and deliver any deeds, easements, and/or documents necessary and/or incidental to the above.

**RESOLUTION 2015-132: REQUEST TO HIRE FINANCE CLERK II**

**WHEREAS**, the Highway & Water Superintendent and the Town Supervisor have requested hiring a Finance Clerk II to assist with the completion of the daily tasks associated with the Highway, Water and Town Administrative Tasks; and

**WHEREAS**, on April 20, 2015 the Town Board established a budget line for such position; and

**WHEREAS**, the position of Finance Clerk II was published in the official newspaper, published on the Town of Canandaigua's website, sent out via mail chimp, and published on the Ontario County website;

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby appoints \_\_\_\_\_ at a rate of \$ \_\_\_\_\_ per hour for a provisional appointment to the position of Finance Clerk II.

*New Resolutions:*

**RESOLUTION 2015-133: REQUEST TO HIRE REAL PROPERTY APPRAISAL AIDE**

**WHEREAS**, the Town Assessor and the Town Supervisor have requested hiring a Real Property Appraisal Aide to assist with the completion of the daily tasks associated with the Assessor's Office administration; and

**WHEREAS**, on April 20, 2015 the Town Board established a budget line for such position; and

**WHEREAS**, the position of Real Property Appraisal Aide was published in the official newspaper, published on the Town of Canandaigua's website, sent out via mail chimp, and published on the Ontario County website;

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua hereby appoints \_\_\_\_\_ at a rate of \$ \_\_\_\_\_ per hour for a provisional appointment to the position of Real Property Appraisal Aide.

**RESOLUTION 2015-134: HERON HILL VINEYARDS, INC. ALCOHOLIC BEVERAGES LICENSE NOTICE**

**WHEREAS**, the Town received on May 26, 2015, a 30-Day Advanced Notice, ("30-Day Notice"), of a new On-Premises Alcoholic Beverages license application for the Heron Hill Vineyards Inc (Attachment 4); and

**WHEREAS**, the Town does not express any opinion for or against the Application,

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

**RESOLUTION # 2015 - 135: TOWN OF CANANDAIGUA MS4 STORMWATER GRANT REVIEW SEQR AND DETERMINATION OF TYPE II ACTION**

**WHEREAS**, the Town of Canandaigua is a grant recipient to develop a joint Town/City of Canandaigua Municipal Separate Storm Sewer Program (MS4); and

**WHEREAS**, the grant involves the inventory of storm sewer outfalls and sewersheds, purchasing GIS software and computer equipment and the development of local laws for illicit discharge detection (MCM 3) and stormwater protection (MCM 4 and 5); and

**WHEREAS**, the Watershed Program Manager consulted with the DEC Region 8 staff who recommended that the grant is considered a Type II action and requires no additional environmental review; and

**WHEREAS**, any laws adopted or amended through this MS4 program grant will require separate standard SEQR review; (Attachment 5)

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Canandaigua does hereby classify the above referenced Action to be Type II Action under Section 617.5 (c) of the State Environmental Quality Review (SEQR) Regulations; and

**BE IT FURTHER RESOLVED** that Type II Actions are not subject to further review under Part 617 of the SEQR Regulations; and

**BE IT FINALLY RESOLVED** that the Town of Canandaigua Town Board determines that based on the information presented, the grant to develop the joint Town/City of Canandaigua MS4 program is a Type II action and requires no further environmental review.

**RESOLUTION 2015-136: ESTABLISHING A PUBLIC HEARING FOR THE PURPOSE OF OVERRIDING THE NYS TAX CAP**

**WHEREAS** a local law, being proposed as Local Law No.\_\_\_\_ of 2015, a copy of which follows, was introduced at this meeting by a member of the Town Board, and

**WHEREAS** the Town Board desires to hold a public hearing with respect to the adoption of said Local Law,

**NOW, THEREFORE, BE IT RESOLVED** that a public hearing be held by the Town Board with respect to the adoption of the aforesaid local law at 6:00 p.m. on July 20, 2015, at the Town Hall of the Town of Canandaigua, 5440 Route 5 & 20 West, New York, and

**BE IT FURTHER RESOLVED** that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

Section 1: Legislative Intent

It is the intent of this local law to override the limit on the amount of real property taxes that may be levied by the Town of Canandaigua pursuant to General Municipal Law §3-c, and to allow the Town of Canandaigua to adopt a budget for the fiscal year 2016 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c.

Section 2: Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government's governing body to override the tax levy limit for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3: Tax Levy Limit Override

The Town Board of the Town of Canandaigua, County of Ontario, is hereby authorized to adopt a budget for the fiscal year 2015 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

Section 4: Severability

If any clause, sentence, paragraph, section or part of this local law or the application thereof to any person, firm or corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part of this local law or in its application to the person, individual, firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5: Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

**RESOLUTION 2015-137: APPROVING MODIFICATIONS TO THE TOWN EMPLOYEE HANDBOOK**

**WHEREAS** Modifications to the Employee Handbook have resulted in the handbook text being amended as noted below;

- *Section 707 "Employee Recognition Program"* – A new policy and procedures as established by Town Board resolution on May 18, 2015, and
- *Section 801 "Holidays"* – The list of designated holidays was changed and a fourth floating holiday was added, as approved by Town Board resolution on January 6, 2015. In addition, a clarification has been added to document that there will be no cash payment for unused floating holidays upon an employee's separation of employment;

**NOW, THEREFORE BE IT RESOLVED** that existing copies of the handbook be updated to accommodate the Employee Handbook as follows:

| <u>REMOVE AND DESTROY PAGES:</u>              | <u>INSERT PAGES:</u>                         |
|---|--|
| Table of Contents (2 <sup>nd</sup> page)..... | Table of Contents (New 2 <sup>nd</sup> page) |
| Page 700-3.....                               | New Page 700-3                               |
| Page 800-1.....                               | New Page 800-1                               |

**RESOLUTION # 2015 - 138: AUTHORIZATION TO MAKE PDR APPLICATION(S) TO THE NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS**

**WHEREAS**, the Town Board of the Town of Canandaigua is committed to responsible development striking a balance between development and agricultural preservation; and

**WHEREAS**, the Town Board of the Town of Canandaigua wishes to promote the preservation of agricultural and farmlands in the Town of Canandaigua; and

**WHEREAS**, the Town of Canandaigua has provided for an open process for any qualifying property owner of at least fifty acres wishing to participate in the Purchase Development Rights (PDR) application process through the NYS Department of Ag and Markets; and

**WHEREAS**, the Town of Canandaigua was delighted to have received five applications before the deadline of May 1, 2015 for PDR consideration of viable farmlands; and

**WEREAS**, the Town of Canandaigua's Environmental Conservation Board has reviewed and ranked all five applications on June 8, 2015 and found them to be qualified for PDR consideration; and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board has reviewed the soil types, acreage, development pressure, amount of ag production, succession plans of the current property owners, and other qualifying criteria; and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board has identified the percentage of the land of the applications that includes both "prime farmlands" and farmlands "of statewide importance;" and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board is recommending the Town Board of the Town of Canandaigua support a PDR application to be made by the Finger Lakes Land Trust to the New York State Department of Agriculture and Markets on behalf of \_\_\_\_\_;

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua direct the Town Supervisor and the Director of Development to execute any and all documents necessary to support the PDR application of \_\_\_\_\_ by Finger Lakes Land Trust to the New York State Department of Agriculture and Markets.

**RESOLUTION # 2015 - 139: AUTHORIZATION TO MAKE PDR APPLICATION(S) TO THE NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS**

**WHEREAS**, the Town Board of the Town of Canandaigua is committed to responsible development striking a balance between development and agricultural preservation; and

**WHEREAS**, the Town Board of the Town of Canandaigua wishes to promote the preservation of agricultural and farmlands in the Town of Canandaigua; and

**WHEREAS**, the Town of Canandaigua has provided for an open process for any qualifying property owner of at least fifty acres wishing to participate in the Purchase Development Rights (PDR) application process through the NYS Department of Ag and Markets; and

**WHEREAS**, the Town of Canandaigua was delighted to have received five applications for PDR consideration of viable farmlands; and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board has reviewed and ranked all five applications and found them to be qualified for PDR consideration; and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board has reviewed the soil types, acreage, development pressure, amount of ag production, succession plans of the current property owners, and other qualifying criteria; and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board has identified the percentage of the land of the applications that includes both "prime farmlands" and farmlands "of statewide importance;" and

**WHEREAS**, the Town of Canandaigua's Environmental Conservation Board is recommending that the Town Board of the Town of Canandaigua consider making a PDR application(s) to NYS Department of Ag and Markets on behalf of \_\_\_\_\_;

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua direct the Town Supervisor and the Director of Development to execute any and all documents necessary to make application for the above referenced PDR application.

**RESOLUTION # 2015 - 140: ESTABLISHING CONTRIBUTION FROM THE TOWN OF CANANDAIGUA OPEN SPACE FUND TO SUPPORT FARMLAND PROTECTION IMPLEMENTATION GRANT (PDR) TO NYS AG AND MARKETS**

**WHEREAS**, the Town Board of the Town of Canandaigua wishes to support the Farmland Protection Implementation Grant (FPIG) application(s) of farming operations in the Town of Canandaigua; and

**WHEREAS**, the Town Board of the Town of Canandaigua is able to utilize open space funds to support those application(s) being submitted to the New York State Department of Agriculture and Markets; and

**WHEREAS**, the Town Board finds that an equitable way of determining the amount to be contributed on behalf of the PDR applications is based on a set amount per acre once the application has been approved to be conveyed at the time of closing on the perpetual conservation easement; and

**WHEREAS**, the Town Board of the Town of Canandaigua finds that an amount of \$ \_\_\_\_\_ per acre is a reasonable amount to support those applications which are approved by the NYS Department of Agriculture and Markets;

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua authorizes an amount of \$ \_\_\_\_\_ per acre for those Farmland Protection Implementation Grant application(s) lands located in the Town of Canandaigua approved by the New York State Department of Agriculture Markets to be funded by the open space fund.



**RESOLUTION # 2015 – 141: TOWN BOARD DETERMINATION OF INCOMPLETE APPLICATION FOR REZONING OF 4244 ROUTE 21, CONTINUANCE OF APPLICATION PENDING ADDITIONAL INFORMATION**

**WHEREAS**, the Town of Canandaigua Town Board has received a rezoning request from Cheney and Blair, LLP on behalf of their client Brundage Real Estate, LLC – Company Store, to rezone the parcel identified as Tax Map # 125.12-1-48.000, 4244 Route 21 South; and

**WHEREAS**, the parcel identified is currently zoned as Neighborhood Commercial; and

**WHEREAS**, the applicant has petitioned the Town Board to amend the official zoning map to a Planned Unit Development District; and

**WHEREAS**, the applicant is proposing to add five buildings for retail/commercial business with 100 self-storage units; and

**WHEREAS**, the Town Code Chapter 220-5 references any amendments to the official zoning map; and

**WHEREAS**, the Town Code Chapter 220-28 (B)(3) requires permanently protected open space shall be provided and shall not be less than 20% of the gross area of a proposed planned unit development;

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua deems the rezoning application as incomplete; and

**BE IT FURTHER RESOLVED**, the Town Board of the Town of Canandaigua requests the applicant provide a plan as required per Town Code Chapter 220-5 and per Town Code Chapter 220-28 as further identified per sketch plan checklist Chapter 220-66; and

**BE IT FURTHER RESOLVED**, the Town Board of the Town of Canandaigua refer the proposed zoning amendment to the Town Planning Board for an advisory report pertaining to the application and whether such amendment is in harmony with the Comprehensive Plan; and

**BE IT FURTHER RESOLVED**, the Town Board tables and continues this application to the regularly scheduled Town Board meeting on July 20, 2015.

**RESOLUTION # 2015 – 142: SOIL EROSION CONTROL AND LANDSCAPE SURETY LAKEWOOD MEADOWS SUBDIVISION, SECTION 9A (3880 MIDDLE CHESHIRE)**

**WHEREAS**, the Town of Canandaigua Planning Board has granted final phased subdivision plat approval for Lakewood Meadows Subdivision, Section 9A, consisting of 19 Townhouse lots; 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 (Marathon Engineering) has provided a soil erosion and a landscaping estimate in the amount of \$439,215; (Attachment 6) 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 7);

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control and a landscaping letter of credit in the amount of \$439,215 pertaining to the construction of Lakewood Meadows 9A.

**RESOLUTION # 2015 – 143: SOIL EROSION CONTROL AND LANDSCAPE SURETY FOX RIDGE PHASE 5B-2 (6 LOT SUBDIVISION – LACROSSE CIRCLE)**

**WHEREAS**, the Town of Canandaigua Planning Board has granted final phased subdivision conditional approval for the construction of six lots on LaCrosse Circle referred to as Fox Ridge 5B-2 (Tax Map # 97.04-1-9.211); and,

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

**WHEREAS**, the project engineer (Venezia Associates) has provided a soil erosion control and landscaping estimate in the amount of \$94,278; (Attachment 8) 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 9); and,

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion control and landscaping surety in the form of a cash deposit in the amount of \$94,278.

**RESOLUTION 2015-144: SELECTION OF WEBSITE DESIGN AND HOSTING COMPANY**

**WHEREAS**, on April 20, 2015, the Town Board adopted Resolution #2015-110 to advertise for quotes to upgrade the Town's website; and

**WHEREAS**, the Town did send the RFQ to three vendors as well as posted the RFQ on the Town's website, sent out a notification via Mail Chimp, and also placed an advertisement in the Daily Messenger; and

**WHEREAS**, four responses were received in the Town Clerk's office on / before Friday, May 29, 2015; and

**WHEREAS**, after reviewing the four responses to the RFQ for a upgrading the Town's website, the Technology Committee recommends hiring IC9 Design at a cost of \$4,600 to upgrade the Town's website and \$20 per month for hosting the Town's website;

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby approves the Town Supervisor to sign the necessary paperwork with IC9 Design to complete the website upgrades.

**RESOLUTION 2015-145: ESTABLISHING THE PAY RATE FOR THE POSITION OF PLANNING BOARD SECRETARY**

**WHEREAS**, the Town Board of the Town of Canandaigua wishes to establish the rate and payment period for the position of Planning Board Secretary; and

**WHEREAS**, the Town Board of the Town of Canandaigua created the position of Planning Board Secretary by resolution in 2015; and

**WHEREAS**, the Planning Board has voted to fill the vacant position of Planning Board Secretary replacing a previous position of Planning Board Clerk Part-Time; and

**WHEREAS**, the Town Board of the Town of Canandaigua finds that an amount of \$12 per hour is consistent with the position of Environmental Conservation Board Secretary;

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua establishes a pay rate of \$ 12 per hour to be compensated on a bi-weekly basis for the position of Planning Board Secretary.

**RESOLUTION 2015-146: ACCEPTING THE RESIGNATION OF CLERK**

**WHEREAS**, Belinda Campagno, Clerk has tendered her resignation effective June 10, 2015; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby accepts the resignation of Ms. Campagno and wishes her well with future endeavors.

**RESOLUTION 2015-147: ACCEPTING THE RESIGNATION OF MOTOR EQUIPMENT OPERATOR (MEO)**

**WHEREAS**, Daniel Joseph, MEO has tendered his resignation effective May 29, 2015; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby accepts the resignation of Mr. Joseph and wishes him well with future endeavors.

**RESOLUTION 2015-148: ESTABLISHING THE STANDARD WORK DAY FOR ELECTED & APPOINTED OFFICIALS FOR RETIREMENT PURPOSES**

**WHEREAS**, the New York State and Local Employees' Retirement System requires that a standard workday be established for retirement credit purposes; and

**WHEREAS**, the Town of Canandaigua has reviewed and recommends establishment of standard work days for certain appointed officials; now, therefore, be it

**RESOLVED**, that the Town of Canandaigua hereby establishes the following as standard work days for certain appointed officials; and further

**RESOLVED**, that the Town of Canandaigua will report the following days worked in the New York State Employees' Retirement System based on the employer's time keeping system and who are members of the Retirement System:

| <b>Appointed Position</b> | <b>Name</b>       | <b>Standard Work Day</b> | <b>Term Begins/Ends</b> | <b>Employee Participates in Time Keeping System</b> |
|---------------------------|-------------------|--------------------------|-------------------------|---|
| Court Clerk               | Cynthia J Woolley | 6                        | 1/1/12 – 12/31/15       | Yes   |

|                            |                    |   |                         |     |
|----------------------------|--------------------|---|-------------------------|-----|
| Bookkeeper                 | Kristine A Singer  | 6 | 1/1/14 –<br>12/31/17    | Yes |
| Director of<br>Development | Douglas E Finch    | 8 | 3/10/2014 –<br>7/1/2018 | Yes |
| Assessor                   | Christopher D Lyon | 8 | 11/2/14 –<br>9/30/2019  | Yes |

and further

**RESOLVED**, that a certified copy of this resolution be transmitted by the Town of Canandaigua Town Clerk to the New York State Comptroller.

**RESOLUTION 2015-149: THANKING THE CANANDAIGUA ROTARY CLUB FOR THEIR GENEROUS DONATION**

**WHEREAS**, on May 30, 2015, 33 members of the Canandaigua Rotary Club very generously volunteered their time for the purpose of beautifying the Richard P. Memorial Outhouse Park; and,

**WHEREAS**, in addition to donating their time, the Rotarians also donated approximately \$200 worth of flowers, plants and soils; and

**WHEREAS**, through their efforts the Rotarians improved the aesthetics of the Park and made it more enjoyable for visitors at no expense to the taxpayers; and

**NOW THEREFORE BE IT RESOLVED**, the Canandaigua Town Board wishes to formally thank the Canandaigua Rotary Club for their hard work, effort and funding to assist the Town with the beautification of the Richard P. Outhouse Memorial Park.

**RESOLUTION 2015-150: ACCEPTING THE TRAIL COMMITTEE RECOMMENDATIONS FOR MILLER PARK**

**WHEREAS**, at a previous Town Board meeting the Director of Parks and Recreation on behalf of the Trails Committee and the Parks & Recreation Committee presented the Town Board with a concept plan for the Miller Park; and

**WHEREAS**, the Town Board reviewed the plan and advised the Director of Parks and Recreation to make application to the Planning Board; and

**WHEREAS**, the Development Office has conducted a preliminary review of the submitted site plan and determined additional detail and clarification must be shown on the plan; and

**WHEREAS**, the Town Board as applicant is asked to confirm the Trail Committee recommendations concerning trail (material) type, gazebo location and planting design; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board, as applicant, hereby confirms the recommendations of the Trails Committee and directs the Director of Parks and Recreation to secure a revised site plan in order to submit a complete application to the Planning Board.

**RESOLUTION 2015-151: CREATION OF A BUDGET LINE FOR THE FINANCE CLERK 2 POSITION**

**WHEREAS**, the Budget Officer is requesting the Town Board create a budget line, A.5010.131, for the Finance Clerk 2 position; and

**WHEREAS**, the Budget Officer is requesting the funds budgeted for the Account Clerk/Typist position, line A.5010.130, be transferred to line A.5010.131; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby creates the budget line A.5010.131 with the description of "Finance Clerk 2: and approves the interfund transfer of the balance of A.5010.130 to A.5010.131.

**RESOLUTION 2015-152: INTERFUND BUDGET TRANSFERS**

**WHEREAS**, the Budget Officer is requesting the following interfund budget transfers:

| Account #      | Description               | To       | From      |
|----------------|---------------------------|----------|-----------|
|                | <b>GENERAL</b>            |          |           |
| A.7110.403     | Park Supplies & Repairs   | 258.46   |           |
| A.7110.406     | Park Cleaning Supplies    | 198.35   |           |
| A.7110.400     |                           |          | 456.81    |
|                |                           |          |           |
|                |                           |          |           |
|                | <b>HIGHWAY</b>            |          |           |
| D.5130.400.101 | Machinery-Cont-Car #1     | 627.64   |           |
| D.5130.400.102 | Machinery-Cont-Car #2     | 618.99   |           |
| D.5130.400.105 | Machinery-Cont-Car #5     | 155.23   |           |
| D.5130.400.201 | Machinery-Cont-Truck #1   | 225.15   |           |
| D.5130.400.204 | Machinery-Cont-Truck #4   | 97.70    |           |
| D.5130.400.207 | Machinery-Cont-Truck #7   | 14958.41 |           |
| D.5130.400.208 | Machinery-Cont-Truck #8   | 413.90   |           |
| D.5130.400.210 | Machinery-Cont-Truck #10  | 1295.93  |           |
| D.5130.400.211 | Machinery-Cont-Truck #11  | 730.03   |           |
| D.5130.400.214 | Machinery-Cont-Truck #14  | 163.15   |           |
| D.5130.400.216 | Machinery-Cont-Truck #16  | 1106.68  |           |
| D.5130.400.217 | Machinery-Cont-Truck #17  | 845.58   |           |
| D.5130.400.218 | Machinery-Cont-Truck #18  | 548.80   |           |
| D.5130.400.219 | Machinery-Cont-Truck #19  | 2004.67  |           |
| D.5130.400.231 | Machinery-Cont-Truck #31  | 21.00    |           |
| D.5130.400.312 | Machinery-Cont-Grader #12 | 873.26   |           |
| D.5130.400.335 | Machinery-Cont-Mower #35  | 160.00   |           |
| D.5130.400.363 | Machinery-Cont-Loader #63 | 102.04   |           |
| D.5130.400     | Machinery Contractual     |          | 24,948.16 |

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves of the requested budget transfers.

Approval of the following Minutes:

Town Board Meeting Minutes: May 18, 2015

12. Approval of Charge Back Billing – (Attachment 10)

13. 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)

14. Privilege of the Floor

15. Other Business

16. Privilege of the Floor

17. Executive Session, as requested

18. Adjournment