

**Canandaigua Town Board  
Special Meeting Agenda  
February 8, 2016  
6:00pm**

1. Call To Order and Pledge of Allegiance
  - Pledge led by Terry Fennelly, Town Councilman
2. Roll Call
3. Privilege of the Floor
4. Public Hearings
  - Continued Public Hearing on the proposed additions to Town Code including Chapters 170 (Stormwater Management) and 172 (Stormwater Pollution Prevention).
5. Priority Business –
  - Carla Jordan, Ontario County Planning, All Hazard Mitigation Plan
  - Town Board review and ranking of suggested committee assignments
6. Reports of Boards and Committees
7. Privilege of the Floor
8. Resolutions

*Continued Resolutions:*

**RESOLUTION NO. 2016- 31: 2016 COMMITTEE APPOINTMENTS**

**BE IT RESOLVED:**

1. The Canandaigua Town Board hereby establishes the following committees:

<i>Committee</i>	<i>Committee Chair</i>	<i>Citizen Representative</i>	<i>Employee Liaison</i>
Financial Planning	G. Westbrook	Proposed: J. Fralick	P. Helming
Public Works	T. Fennelly	A. Kraus	J. Fletcher
Technology	K. Reynolds		C. Lyon
Public & Employee Safety and Security; Improved Communications	K. Cutri		K. Brockett
Personnel	P. Helming		M. Boyce / S. Pierce
Citizens Implementation	D. Finch		
Codes Committee	D. Finch	R. Brandt	
Events Committee	Dina Mangiamele	Oksana Fuller, Proposed: Ed Varno, George Herron	R. Henry / D. Brewer

**RESOLUTION NO. 2016-41: ACCEPTANCE OF THE TOWN OF CANANDAIGUA DRAFT ACTION WORKSHEETS FOR THE ONTARIO COUNTY MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN**

**WHEREAS**, the Town of Canandaigua is participating in the update of the Ontario County Multi-Jurisdictional All Hazard Mitigation Plan, and

**WHEREAS**, said update shall include steps for implementation to occur in the Town of Canandaigua, as described in the draft action worksheets presented to the Canandaigua Town Board, (Attachment 19); and

**WHEREAS**, the Canandaigua Town Board has reviewed the draft action worksheets and has determined that the described actions are necessary to reduce the potential for negative impacts from future flooding and other likely disasters, and now therefore be it,

**RESOLVED**, that the Canandaigua Town Board hereby accepts the draft action sheets and determines that they are suitable for inclusion in the updated Ontario County Multi- Jurisdictional All Hazard Mitigation Plan.

*New Resolutions:*

**RESOLUTION NO. 2016 – 49: SOIL EROSION CONTROL SURETY 3590 OTETIANA POINT (TAX MAP # 98.19-1-11.000)**

**WHEREAS**, the Town of Canandaigua Planning Board has granted final one stage site plan approval for a shoreline stabilization wall system located at 3590 Otetiana Point (Tax Map # 98.19-1-11.000); and

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

**WHEREAS**, the project engineer (TDK Engineering and Finger Lakes Hardscapes) has provided a soil erosion control estimate in the amount of \$ 6,000.00 (attachment); and

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

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control surety in the form of a check in the amount of \$6,000.00.

**RESOLUTION NO. 2016-50: CREATION OF A CLERK TO TOWN JUSTICE, PART-TIME POSITION**

**WHEREAS**, the Honorable David Prull, Town Justice filed a New Position Duties Statement with the Ontario County Department of Human Resources requesting the creation of a Clerk to the Town Justice position; and

**WHEREAS**, this position has been approved by Julie Hoffan, Ontario County Deputy Director of Human Resources; and

**WHEREAS**, the 2016 Adopted Town Budget, line A.1110.140 includes \$7000.00 for a 2<sup>nd</sup> part-time clerk position and line A.1110.120 includes \$15,383.00 for the existing clerk position; and

**WHEREAS**, it is the intent of the Justices to schedule both part time clerks so as to remain within the approved budget; and

**WHEREAS**, the Justices have requested interested applicants submit resumes and cover letters to the Honorable Walter Jones, Town Justice; and

**NOW THEREFORE BE IT RESOLVED**, the Canandaigua Town Board does hereby approve:

1. the creation of a part-time Clerk to the Justice position; and
2. the Justices shall follow the hiring process adopted by Town Board Resolution 2014-147 on August 11, 2014; and
3. Town Justices will provide their hiring recommendation to the Town Board and the final appointment will be made by Town Board resolution; and

4. all letters of interest, resumes and applications received from interested candidates shall be submitted to the Town Human Resource designee.

**RESOLUTION NO. 2016-51: SETTING HOURLY RATE FOLLOWING INITIAL SIX MONTH PROBATION FOR THE POSITION OF FINANCE CLERK II**

**WHEREAS**, as of February 28, 2016, Ms. Samantha Pierce will successfully complete her initial six months of employment as a Finance Clerk II; and

**WHEREAS**, Ms. Pierce currently earns \$16/hour; and

**WHEREAS**, for certain positions filled during 2015, the 2016 Adopted Town Budget includes a 2% increase upon successful completion of the initial six month period; and

**NOW THEREFORE BE IT RESOLVED**, the Canandaigua Town Board hereby wishes to express our appreciation to Ms. Pierce for her hard work of behalf of the Town and approves of an hourly increase to \$16.32, effective 2.29.16.

**RESOLUTION NO. 2016-52: SETTING HOURLY RATE FOLLOWING INITIAL SIX MONTH PROBATION FOR THE POSITION OF MEO**

**WHEREAS**, as of February 28, 2016, Mr. Larry Tyler will successfully complete his initial six months of employment as MEO; and

**WHEREAS**, Mr. Tyler currently earns \$23.50/hour; and

**WHEREAS**, for certain positions filled during 2015, the 2016 Adopted Town Budget includes a 2% increase upon successful completion of the initial six month period; and

**NOW THEREFORE BE IT RESOLVED**, the Canandaigua Town Board hereby wishes to express our appreciation to Mr. Tyler for his hard work of behalf of the Town and approves of an hourly increase to \$23.97, effective 2.29.16.

9. Payment of the Bills  
Abstract Claim presented by Town Clerk  
Voucher Summary Report for Town Board signatures
10. Privilege of the Floor
11. Other Business
12. Privilege of the Floor
13. Executive Session, as requested
14. Adjournment