

Canandaigua Town Board
Meeting Agenda
February 22, 2016
6:00pm

1. Call To Order and Pledge of Allegiance
 - Pledge led by Kevin Reynolds, Town Councilman
2. Roll Call
 - Town Clerk Confirmation meeting was properly advertised
3. Circulation of Written Communications and Correspondence Call
 - Notification, NYS DCJS, sex offender details, February 3, 2016
 - Letter, Time Warner Cable, Chris Mueller, Director of Local Franchising, Programming Updates, February 3, 2016
 - Newsletter, Ontario Pathways, Winter 2015-16
 - Newsletter, New York Planning Federation, Planning News, Winter 2016
 - Newsletter, Cornell University Cooperative Extension Ontario County, The Inside Dirt, February 2016, Volume 14, Issue 1
 - Newsletter, Canandaigua Lake Watershed Association, The Lake Reporter, Winter 2016
 - Letter, Robert O'Shea, experience with town water department, January 25, 2016
 - Brochure, Cornell University, 4-H Camp Bristol Hills, January 20, 2016
 - Letter, New York State Department of Environmental Conservation, Annual Reporting, January 20, 2016
 - Letter, Time Warner Cable, Chris Mueller, Director of Local Franchising, Programming Updates, January 20, 2016
 - Letter, Bonadio & Co., LLP, Audit Details, January 19, 2016
 - Letter, Department of Health, Public Water Supply, 2016 Sampling Requirements, January 12, 2016
 - Newsletter, Finger Lakes Health, 2015 Report to the Community
 - Newsletter, Finger Lakes Land Trust, Afoot in the Field: A Resource for Conservation Landowners in the Finger Lakes Region, Winter 2015-2016, Volume 7, Issue 1
 - Newsletter, Ontario County Soil & Water Conservation District, 2016 Tree and Shrub Program, Winter 2016
 - Letter, Time Warner Cable, Chris Mueller, Director of Local Franchising, Programming Updates, January 6, 2016
 - Letter, Cassie Marion, thoughts on onsite wastewater systems, sewers, and protecting the lake, January 6, 2016
 - Notification, NYS DCJS, sex offender details, January 5, 2016
 - Annual Report, Cornell Cooperative Extension of Ontario County, December 2015
4. Privilege of the Floor
5. Presentations
 - Remembering Mr. M. James Holden – Resolution #2016- 73
 - Ms. Valerie G. Knoblauch and Mr. Kurt J. Knoblauch, Appeal of Parks and Recreation Fee (Attachment 1)
 - Mr. Gary Smith, Parrone Engineering for Happiness House (HH) Request to Amend the Local Law for the HH PUD Zoning (Attachment 2)
 - Mr. Kevin Olvany, Canandaigua Lake Watershed Manager, Review of On-Site Wastewater Treatment Draft Model Law (Attachment 3)

6. Public Hearings
 - Continued public hearing on Proposed Local Law Change – Requiring Property Owners receiving Town Supplied Public Water Service to Install a Pressure Reducing Valve. Resolution Nos. 2016 - 43 and 2016 – 59.
7. Priority Business
 - 2015 Annual Update Document Review / Motion to Approve
 - Financial Planning Discussion – Reserve & Other Funds
 - Discussion Resolution 2016 - 43 Resolution Requiring Pressure Reducing Valves (Attachment 15)
 - Discussion Resolution 2016 – 40 Keister Avenue Parking Area
8. Reports of Town Officials and Department Heads – (Attachment 4)
 - A. Director of Parks & Recreation
 - B. Highway / Water Superintendent
 - C. Assessor
 - D. Development Director
 - E. Historian –
 - F. Town Clerk
 - G. Supervisor
 1. Monthly Financial Report for January 2015
 - a. Revenue & Expense Report
 - b. EFPR Solutions Executive Summary
 - c. Bank Reconciliation Report
 - d. Overtime Report All Departments
 - e. Overtime Report –Highway & Water
 - f. Town Committee Assignments & Priorities
9. Reports of Boards and Committees
 - Planning Board
 - Zoning Board of Appeals
 - Environmental Conservation Board – Report Received – (Attachment 5)
 - Public Works Committee
 - Citizens Implementation Committee
 - Parks & Recreation Committee
 - Trails Committee
10. Privilege of the Floor
11. Resolutions

Continued Resolutions:

RESOLUTION NO. 2016-40: PARKING LOT SURVEY & DESIGN FOR THE CANANDAIGUA MUNICIPAL PARKING LOT LOCATED OFF OF KEISTER AVENUE

WHEREAS, The MRB Group has submitted a proposal for professional services for the Town of Canandaigua Municipal Parking Lot Design off of Keister Ave in the Hamlet of Cheshire (Attachment 5); and

WHEREAS, the services to be provided will be to survey the existing gravel lot and surrounding area; and

WHEREAS, once the survey was completed, MRB would produce a schematic site plan showing the improvements would be submitted to the town for review; and

WHEREAS, the proposed cost for this work will not exceed \$4500 and will be paid for from line A.1440.400 of the 2016 adopted budget; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board does hereby approve the MRB Group proposal for the survey and schematic site plan design only in the amount not to exceed \$ 4,500.00.

RESOLUTION NO. 2016-43: LOCAL LAW REQUIRING WATER CUSTOMERS TO INSTALL A PRESSURE REDUCING VALVE / SEQR

WHEREAS, a resolution was duly adopted by the Town Board of the Town of Canandaigua for a public hearing to be held by said Town Board on January 11, 2016 at 6:00 p.m. at the Town Hall at 5440 Route 5 & 20W., Canandaigua, New York, to hear all interested parties on a proposed local law that would require Owners of property supplied with water by the Town of Canandaigua to install a Pressure Reducing Valve of a type and kind approved by the Town of Canandaigua, and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Town of Canandaigua and was also duly posted at the Town Hall, and

WHEREAS, said public hearing was held on January 11, 2016, at 6:00 p.m. at the Town Hall and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed local law, or any part thereof, and

WHEREAS, the Town Board of the Town of Canandaigua, after due deliberation, finds it in the best interests of the Town of Canandaigua to adopt said Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby adopts said Local Law No. #__ of the Year 2016, and be it further

RESOLVED, that the Town Clerk be and she hereby is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Canandaigua, and to give due notice of the adoption of said local law to the Secretary of State of New York.

RESOLUTION NO. 2015 – 293: SHARED SERVICES AGREEMENT BETWEEN NYSDOT AND THE TOWN OF CANANDAIGUA

WHEREAS, under certain circumstances the New York State Department of Transportation may provide emergency assistance to municipalities in the absence of a Governor’s Emergency Declaration; and

WHEREAS, for services or materials that are valued at less than \$10,000 the NYS Comptroller rules allow NYSDOT to ‘trade’ services utilizing a simple one page agreement; and

WHEREAS, having such an agreement in place facilitates the ability to provide support more quickly when an emergency arises; and

WHEREAS, for this to occur, NYSDOT requires an executed Shared Service Agreement (SSA); (Attachment 6); and

WHEREAS, with an SSA in place, the NYSDOT will share assistance for a one-year term; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby approves of the proposed SSA and authorizes the Town Highway Superintendent to execute the SSA; and

BE IT FURTHER RESOLVED, the Town Clerk shall return the signed SSA to NYSDOT before the December 23, 2015 due date. The SSA may be returned by email to dawn.jindra@dot.ny.gov.

RESOLUTION NO. 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, it is the intent of the Town Board to accept this grant in order 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 16 x 24 building that meets the NYS Department of Environmental Conservation requirements for used electronics storage; estimated cost \$12,500.00; 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 \$35,000.00; and

WHEREAS, the DASNY grant requires the Town to pay for these purchases up front and seek subsequent reimbursement therefore the Supervisor/Budget Officer is recommending a temporary loan from the Contingency & Tax Stabilization reserve fund of \$50,000; and

WHEREAS, expenditures from the Contingency & Tax Stabilization reserve fund require 2/3 vote of the Town Board and written recommendation from the Supervisor with conditions for the amount to be expended; and

WHEREAS, the written recommendation from the Supervisor and the conditions for the amount to expend are included in this resolution; 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 \$50,000.00; and

BE IT FURTHER RESOLVED, that

1. The Canandaigua Town Board hereby approves a temporary loan from Contingency and Tax Reserve fund for the purchase of the specified equipment; and
2. The Canandaigua Town Board hereby directs the Town Clerk to forward copies of this resolution to the Town Bookkeeper and EFPR Solutions.

New Resolutions:

RESOLUTION NO. 2016 – 53: 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 January 2016 Monthly Revenue/Expense Control Report, bank reconciliation reports, cash summary report, EFPR Solutions Executive Summary Report, as well as the and Highway/Water Department Overtime Report and All Department Overtime Report (Attachment 4); and

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

RESOLUTION NO. 2016 – 54: SCHOONER’S RESTAURANT & LOUNGE ALCOHOLIC BEVERAGES LICENSE NOTICE

WHEREAS, the Town received on January 21, 2016, a 30-Day Advanced Notice, (“30-Day Notice”), of a new On-Premises Alcoholic Beverages license application for the Schooner’s Restaurant & Lounge (Attachment 7); 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 NO. 2016 – 55: CANANDAIGUA YACHT CLUB ALCOHOLIC BEVERAGES LICENSE NOTICE

WHEREAS, the Town received on February 1, 2016, a 30-Day Advanced Notice, (“30-Day Notice”), of a new On-Premises Alcoholic Beverages license application for the Canandaigua Yacht Club (Attachment 8); 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 NO. 2016 - 56: CONTRACT FOR TOWN HALL AND HIGHWAY DEPARTMENT JANITORIAL CLEANING

WHEREAS, the Town of Canandaigua has been using the services of Ontario Janitorial Sales & Services Inc for several year to clean the Town Hall and Highway Departments; and

WHEREAS, Ontario Janitorial Sales & Services Inc has submitted two contracts, one for the Town Hall building and one for the Highway Department; and

WHEREAS, the monthly cost to clean the Highway Department is \$516.00 and the monthly cost to clean the Town Hall is \$914.50; and

WHEREAS, the annual cost of the two contracts shall not exceed \$17,166.00 and has been allocated in budget line A.162.410; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Supervisor to sign the Ontario Janitorial contracts (Attachment 7) and directs the Town Clerk to secure a fully executed copy of the contract and a current certificate of insurance for the Town’s records.

RESOLUTION NO. 2016 - 57: AGREEMENT FOR DOG CONTROL SERVICES 2016

WHEREAS, the Town of Canandaigua has received an Agreement from the County of Ontario for Dog Control Services (Attachment 10) for the year 2016; and

WHEREAS, the annual cost of the Agreement is \$21,551 and has been allocated in budget line A.3510.400; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby authorizes the Town Supervisor to sign the Agreement and directs the Town Clerk to secure a fully executed copy of the contract and a current certificate of insurance for the Town’s records

RESOLUTION 2016 - 58: ELECTRONICS RECYCLING CONTRACT

WHEREAS, the Town of Canandaigua has been using the services of Rochester Computer Recycling & Recovery LLC (RCR&R) for several years to recycle electronic waste received at the Town's transfer station; and

WHEREAS, RCR&R has submitted a contract (Attachment 11) at no cost for e-waste with the exception of CRTs which are charged at \$0.25 per pound; and

WHEREAS, the costs for this recycling has been allocated in budget line A.8160.400; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the contract and authorizes the Town Supervisor to sign the contract and directs the Town Clerk to secure a fully executed copy of the contract and a current certificate of insurance for the Town's records.

**RESOLUTION NO. 2016 - 59: SOIL STABILIZATION AND EROSION CONTROL SURETY
5271 MENTETH DRIVE (TAX MAP # 140.11-1-22.000)**

WHEREAS, the Town of Canandaigua Planning Board has granted one stage site plan approval for the placement of fifty-five feet of rip-rap along the Canandaigua Lake shoreline for stabilization located at 5271 Menteth Drive (Tax Map # 140.11-1-22.000); and

WHEREAS, the Town of Canandaigua Planning Board has determined that a soil stabilization and 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 (Worden Hill Inc.) previously provided a soil stabilization and erosion control estimate in the amount of \$ 9,280, which was approved and accepted by the Town Board of the Town of Canandaigua; 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 12); and

WHEREAS, the project engineer provided a surety in the amount of \$ 9,330 by check # 6901; and

WHEREAS, the Town Board wishes to supersede Resolution # 2015-260 to reflect the actual amount of the surety provided to the Town of Canandaigua in the amount of \$ 9,330; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approve and accept a soil stabilization and erosion control surety in the amount of \$ 9,330 in the form of cash/check.

**RESOLUTION NO. 2016 – 60: SETTING A PUBLIC HEARING FOR A PROPOSED LOCAL
LAW TO AMEND THE DENSITY REQUIREMENTS FOR HAPPINESS HOUSE, PLANNED
UNIT DEVELOPMENT**

WHEREAS, the Town of Canandaigua Town Board would like to hear from residents regarding a proposal to amend the density requirements for the Happiness House, Planned Unit Development; and

WHEREAS, this proposed local law would amend previously adopted Local Law # 4 of 2013 which set the provisions for the Happiness House Planned Unit Development to be amended as follows:

Section One. Local Law # 4 of the year 2013 is amended as follows:

- A. The maximum total number of dwelling units for the Twenty (20) Unit Low Income Apartment Buildings on Lots 1, 5, 6, 7, 8, and 9 shall be increased to 130 units.
- B. The minimum lot size for the Eight (8) Unit Transitional Apartment Buildings on Lots 2, 3, and 4 shall be decreased to .35 acres.

§ 2. All other provisions of Local Law # 4 of the year 2013 shall remain the same.

§ 3. Severability. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

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

WHEREAS, it is the intent of the Town of Canandaigua Town Board to act as LEAD AGENCY for the purposes of SEQR for this proposed text code amendment should the Town Board choose to further take action (Attachment 13); and

WHEREAS, the Town Board of the Town of Canandaigua would like to receive comments from all interested stakeholders for the purposes of making an informed decision; and

WHEREAS, it is the intention of the Town Board of the Town of Canandaigua to complete SEQR findings based on feedback received from interested stakeholders and the general public once the public hearing has been held and upon completion; and

WHEREAS, the Town Board of the Town of Canandaigua intends to hold a public hearing on the proposed local law at the regularly scheduled meeting of the Town Board of the Town of Canandaigua at 6:00pm on March 21, 2016 at the location of the Town Hall 5440 NYS Route 5 & 20 West Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing to be held on March 21, 2016 at 6:00pm at the Canandaigua Town Hall (identified above); and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua directs the Director of Development to circulate LEAD AGENCY coordination request, proposed local law, and the Short Environmental Assessment Form part 1 project information to the following agencies: the Town of Canandaigua Environmental Conservation Board, the Town of Canandaigua Planning Board, the Town of Canandaigua Zoning Board of Appeals, and the Ontario County Planning Board, and

BE IT FINALLY RESOLVED, the Town Board direct the Town Clerk to provide notice of a public hearing scheduled for March 21, 2016 at 6:00pm on the proposed text code amendment in the newspaper of record.

RESOLUTION NO. 2016 – 61: SETTING A PUBLIC HEARING ON A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER 220, SECTION 18, RELATING TO THE PERMITTED PRINCIPAL USES IN THE SCR-1 ZONING DISTRICT

WHEREAS, the Town of Canandaigua Town Board would like to hear from residents regarding a proposal to amend the Town Code of the Town of Canandaigua, § 220-18, pertaining to the permitted principal uses in the Southern Corridor Residential District (SCR-1) (Attachment 14); and

WHEREAS, this proposed text code amendment would replace §220-18 in its entirety so as to add permitted principal uses previously eliminated as part of Local Law # 2 of 2013 as follows:

Section One. Legislative Intent. It is the intent of the Town Board of the Town of Canandaigua to clarify the language of Town Code § 220-18 and to specify the principal permitted uses allowed in the SCR-1 Southern Corridor Residential Zoning District.

§ 2. The text of Town Code § 220-18 shall be replaced in its entirety as follows:

- A. Purpose. The purpose of the SCR-1 Southern Corridor Residential District is to maintain an open rural character, to protect viable agricultural soils and areas, and to conserve natural resources and lake views. The Town seeks to promote orderly, conservation-oriented residential development in this district. Development in this district should create compact and walkable residential neighborhoods while simultaneously producing meaningful open space preservation. Much of this district has public water and/or public sewers.
- B. Density and minimum lot size. The minimum lot size in the SCR-1 Southern Corridor Residential District is one acre.
- C. Permitted principal uses.
 - (1) One single-family dwelling per lot.
 - (2) One single-family dwelling with accessory apartment.
 - (3) Agricultural uses and agricultural structures.
- D. Permitted accessory uses, buildings and structures.
 - (1) One detached private garage for the parking of residents on the premises;
 - (2) One customary accessory structure serving a residential use, including but not limited to swimming pools, hot tubs, and greenhouses. The structure must be located in the rear yard of an SCR-1 lot where the principal building is located. There shall be no additions to an accessory building or structure such as decks or porches.
 - (3) Agricultural structures associated with an agricultural use.
 - (4) Off-street parking, fencing and signs in accordance with the provisions of this Chapter.
 - (5) Accessory buildings or structures (movable and temporary) may be utilized for the sale of seasonal agricultural products grown principally by the operator on the premises, under the following conditions.
 - (a) The stand shall be set back not less than 30 feet from the edge of the pavement of the highway.

(b) Ground display area for produce shall not exceed twice the size of the stand.

(c) Sufficient land area shall be provided to accommodate off-street parking for not less than three vehicles on site. In no event shall a stand operation be allowed to continue when parking along a public street becomes a traffic safety concern in the opinion of either the Town Highway and Water Superintendent, or local law enforcement officials.

(6) Tennis courts for private use.

(7) One accessory storage building, not to exceed 200 square feet in total area and 16 feet in height above average finished grade may be permitted in the rear yard of an SCR-1 lot where the principal building is located. There shall be no additions to an accessory storage building or structure such as decks or porches.

(8) Barn, nonagricultural.

E. Dimensional requirements. The dimensional requirements for this district are specified in Schedule I, which is part of this chapter.

F. Special permitted uses.

(1) Public uses.

(2) Temporary uses.

(3) Essential services, public utility, or communication installations.

(4) Golf courses and country clubs.

(5) Kennels.

(6) Tourist homes.

(7) Commercial indoor storage of motor vehicles, recreational vehicles and boats.

(8) Keeping of horses.

§ 3. Severability. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

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

WHEREAS, it is the intent of the Town of Canandaigua Town Board to act as LEAD AGENCY for the purposes of SEQR for this proposed text code amendment should the Town Board choose to further take action; and

WHEREAS, the Town Board of the Town of Canandaigua would like to receive comments from all interested stakeholders for the purposes of making an informed decision; and

WHEREAS, it is the intention of the Town Board of the Town of Canandaigua to complete SEQR findings based on feedback received from interested stakeholders and the general public once the public hearing has been held and upon completion; and

WHEREAS, the Town Board of the Town of Canandaigua intends to hold a public hearing on the proposed text amendments at the regularly scheduled meeting of the Town Board of the Town of Canandaigua at 6:00pm on March 21, 2016 at the location of the Town Hall 5440 NYS Route 5 & 20 West Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing to be held on March 21, 2016 at 6:00pm at the Canandaigua Town Hall (identified above); and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua directs the Director of Development to circulate LEAD AGENCY coordination request, proposed text code amendment §220-18, and the Short Environmental Assessment Form part 1 project information to the following agencies: the Town of Canandaigua Environmental Conservation Board, the Town of Canandaigua Planning Board, the Town of Canandaigua Zoning Board of Appeals, and the Ontario County Planning Board, and

BE IT FINALLY RESOLVED, the Town Board direct the Town Clerk to provide notice of a public hearing scheduled for March 21, 2016 at 6:00pm on the proposed text code amendment in the newspaper of record.

RESOLUTION NO. 2016 – 62: SEQR DETERMINATION OF NON-SIGNIFICANCE FOR TEXT CODE AMENDMENTS §206-14, REQUIRING THE OWNER OF A PROPERTY SUPPLIED WATER BY THE TOWN OF CANANDAIGUA TO INSTALL A PRESSURE REDUCING VALVE

WHEREAS, the Town Board of the Town of Canandaigua is considering Text Code Amendments in Chapter 206, Section 14, Water, Change of Pressure; to require that property owners supplied water by the Town of Canandaigua be required to install a pressure reducing valve (Attachment 15); and

WHEREAS, the Town Board of the Town of Canandaigua determines said proposed Text Code Amendments are classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, no further review is required because the proposed town code amendment (local law) is not land use in nature; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing on the proposed Text Code Amendments on January 11, 2016 to receive comments for residents and stakeholders; and

WHEREAS, the Town Board of the Town of Canandaigua has given consideration to the criteria for determining significance as set forth in § 617.7(c)(1) of the SEQR Regulations and the information contained in the Short Environmental Assessment Form Part 1; and

WHEREAS, the Town Board of the Town of Canandaigua has completed Part 2 and Part 3 of the Short Environmental Assessment Form; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the described Text Code Amendments; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua has reasonably concluded there would not be any substantial adverse impact on the following: land use planning or zoning regulations; intensity of use of the land; character or quality of the existing community; environmental characteristics; existing level of traffic or infrastructure, use of

energy; public or private water supplies; public or private wastewater treatment utilities; character or quality of important historic, archaeological, architectural or aesthetic resources; natural resources; potential for erosion, flooding or drainage problems; or creation of a hazard to environmental resources or human health; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposed Text Code Amendments; and

BE IT FURTHER RESOLVED, the Town Supervisor is hereby directed to sign the Short Environmental Assessment Form Part 3 and file with the Town Clerk as evidence the Town Board has determined the proposed action will not result in any significant adverse environmental impact.

RESOLUTION NO. 2016 – 63: SOIL EROSION CONTROL SURETY 5000 & 5004 BUTLER ROAD (TAX MAP # 97.20-1-13.1)

WHEREAS, the Town of Canandaigua Planning Board has granted single stage subdivision and one state site plan approval for site development and the construction of a single family dwelling, at 5000 5004 Butler Road (Tax Map # 97.20-1-13.1); 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 (Venezia Associates) has provided a soil erosion control estimate in the amount of \$ 11,275 (Attachment 16); 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 16); 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 amount of \$ 11,275 in the form of a letter of credit/bond.

RESOLUTION NO. 2016 – 64: EXTENDING OUR THANKS TO LISA WEMETT

WHEREAS, several Ontario County Historical Society volunteers produced a quilt honoring the homes on the 2011 Tour of Homes all of which are located on West Lake Road in the Town of Canandaigua; and,

WHEREAS, Ms. Lisa Wemett was awarded said quilt as the winner of a drawing at the time of said Tour of Homes; and,

WHEREAS, the Town of Canandaigua has recently received said quilt as a donation from Ms. Wemett for use in display in the Town Hall; and,

WHEREAS, the condition of said quilt is such that the Town will take great pride in exhibiting this artifact at some appropriate location in the Town Hall; and,

THEREFORE BE IT RESOLVED, that the Town Board of the Town of Canandaigua wishes to extend a heartfelt "thank you" to Ms. Lisa Wemett for her selfless donation of this historical quilt, and;

BE IT FURTHER RESOLVED, that the Town Clerk shall forward a copy of this resolution to Ms. Lisa Wemett as a token of our appreciation for her generous donation.

RESOLUTION NO. 2016 – 65: CONTRACT FOR PLANNING BOARD / ZONING BOARD OF APPEALS ATTORNEY

WHEREAS, the Town of Canandaigua has utilized the services of The Law Offices of Christian M. Nadler Esq for several years to provide legal services to the Planning Board, Zoning Board of Appeals, and Development Office; and

WHEREAS, The Law Offices of Christian M. Nadler Esq has recently partnered with Reeve Brown PLLC; and

WHEREAS, the Town Board approved Resolution No. 2016-18 which identified The Law Offices of Christian M. Nadler Esq as the Attorney for the Planning & Zoning Boards; and

WHEREAS, the Town Board is being requested to re-affirm the attorney services with Christian M. Nadler under Reeve Brown PLLC at a cost for legal services of \$130 per hour and litigation services of \$150 per hour; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby authorizes the Supervisor to sign the two contracts (Attachment 17) and directs the Town Clerk to secure a fully executed copy of the contract and a current certificate of insurance for the Town's records.

RESOLUTION NO. 2016- 66: PURCHASE OF NEW TRACTOR AND MOWING EQUIPMENT

WHEREAS the Highway Superintendent has received a quote from Lakeland Equipment Corporation for the purchase of one (1) John Deere 6110 M Cab tractor with the following mowing equipment: one (1) Diamond flail 75 inch mower and one (1) 102 inch offset rear mower; and

WHEREAS the equipment is on contract NY PC67140 of the NJPA Ag tractor and/or implements; and

WHEREAS the tractor and equipment total cost is \$ 107,830.33, less the trade-in of one (1) John Deere 6105M in the amount of \$ 72,000.00, for a true cost of \$ 35,830.33; and

WHEREAS, the cost for this purchase has been allocated in budget line D.5130.200, and

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the Town Supervisor Highway Superintendent to trade-in one (1) John Deere

6105M and purchase one (1) John Deere 6110M tractor with mowing equipment for \$35,830.33 and further authorizes the Town Supervisor to execute any and all paperwork required for the purchase..

RESOLUTION NO. 2016-67: PURCHASE OF NEW TRUCK

WHEREAS, the Highway Superintendent has received a quote from Kenworth of Rochester for the purchase of one (1) 2016 Kenworth 10-wheel chassis with snowplow equipment; and

WHEREAS, the 2016 Kenworth 10-wheel chassis with snowplow equipment will replace the 2002 Sterling dump truck; and

WHEREAS, the cost of the Kenworth truck and equipment is \$230,000.00, which was determined by using the Onondaga County bid reference #7823; and

WHEREAS, the cost for this purchase has been allocated in budget line D.5130.200, and

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the Highway Superintendent to purchase one (1) 2016 Kenworth 10-wheel chassis with snowplow equipment for \$ 230,000.000 and further authorizes the Town Supervisor to execute any and all paperwork required for the purchase.

RESOLUTION 2016-68: 2016 CITIZEN'S COMMITTEE CREATION AND APPOINTMENTS

WHEREAS, it is the desire of the Town Board to appoint a special events citizens advisory committee; and

WHEREAS, this committee is charged with advising the Town Board on matters related to special events such as the 225th anniversary of the town, and the 4th of July parade; and

WHEREAS, this committee is further charged with investigating opportunities and providing recommendations to the Town Board on the design and development of a Town logo; and

WHEREAS, the committee shall be comprised of a chairperson, a town liaison and 4 additional members; and

WHEREAS, the Town Board values the support and assistance of volunteer citizen committees; and

NOW THEREFORE BE IT RESOLVED, the Town Board does hereby approve of the creation of a temporary Special Events Committee that will be advisory in nature; and

BE IT FURTHER RESOLVED, the Town Board does hereby appoint Dina Mangiamele, Chairwoman, Town Liaison Dennis Brewer, and committee members Oksana Fuller, Lois Golbeck, Ray Henry, and Ed Varno.

RESOLUTION 2016-69: 2016 CREATION OF AND APPOINTMENT TO TOWN BOARD COMMITTEES

WHEREAS, there is a considerable amount of work to do between town board meetings on matters requiring town board decisions or action; and

WHEREAS, in order to complete these tasks, it is the desire of the Town Board to create Town Board Committees to make studies and provide recommendations back to the Town Board on agreed upon matters related to finance, public safety and security, public works, and technology; and

WHEREAS, on February 8, 2016, the Town Board held a public work session for the purpose of prioritizing committee assignments and the outcome of this session is summarized in Attachment 4; and

WHEREAS, these committees are considered public bodies and thus are subject to the Open Meetings Law; and

NOW THEREFORE BE IT RESOLVED, the Canandaigua Town Board does hereby confirm the Town Supervisor's creation of and appointments to:
Finance Committee – Chairman Greg Westbrook; Public Safety and Security – Chairman Keith Cutri; Public Works – Chairman Terry Fennelly; Technology – Chairman Kevin Reynolds; and

BE IT FURTHER RESOLVED, in order to encourage citizen involvement and meet the intent of the Open Meetings Law, Committee Chairman will provide advance meeting notice to the Town Clerk to allow the Town Clerk adequate time to post and publish the meeting date, time and location.

RESOLUTION 2016- 670: ACCEPTANCE OF THE 2015 SOLID WASTE ANNUAL REPORT

WHEREAS, prior to March 4, 2016, the NYS Department of Environmental Conservation requires the Town of Canandaigua to submit an Annual Report on our Solid Waste and Recycling Activities; and

WHEREAS, the highway department has prepared the 2015 Annual Report on behalf of the Town of Canandaigua (Attachment 18); and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby accepts the report and approves the submission of the report by the Town Clerk to the NYS Department of Environmental Conservation.

RESOLUTION 2016- 71: ANNUAL CREDIT CARD & CREDIT ACCOUNT POLICY AND PROCEDURE REVIEW

WHEREAS, the Town of Canandaigua Credit Card & Credit Account Policy and Procedure was adopted by the Town Board on February 24, 2015 (Attachment 19); and

WHEREAS, the policy states on an annual basis the Town Board will review, and if needed, modify the policy and procedure; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby requests the Finance Committee evaluate this policy and procedure and provide recommendations back to the Town Board for consideration at the March 21, 2016 Town Board meeting.

RESOLUTION 2016- 72: DESIGNATION OF EMERGENCY COORDINATOR

WHEREAS, it is the desire of the Town Board to appoint an official Emergency Coordinator for the Town of Canandaigua; and

WHEREAS, the in the event of a town emergency, the Emergency Coordinator will be the official contact for outside agencies and will responsible for directing the town's emergency response and implementing existing emergency action plans; and
NOW THEREFORE BE IT RESOLVED, the Town Board hereby appoints Jim Fletcher, Highway Superintendent as the official Emergency Coordinator for the Town of Canandaigua.

RESOLUTION 2016 – 73: REMEMBERING MR. M. JAMES HOLDEN, FORMER TOWN SUPERVISOR

WHEREAS, the Canandaigua Town Board, Employees and Elected Officials were saddened to learn of the recent death of our former Town Supervisor, M. James Holden, who served from 1982-1989; and,

WHEREAS, during his tenure as Supervisor, Mr. Holden, affectionately known as Jim, diligently served his community and accomplished many great tasks that will be long remembered; and

WHEREAS, perhaps one of Jim's greatest accomplishments as Town Supervisor was the acquisition of Camp Onanda which forever secured public access to the jewel of our community, Canandaigua Lake; and

WHEREAS, prior to being elected Town Supervisor, Jim proudly represented and served our community as a Town Board member and as the Chairman of the Parks and Recreation Committee; and

WHEREAS, locally Jim and his dear wife Jane very generously contributed time, money and effort to countless community projects and organizations such as the Canandaigua Civic Center, the Living Hill Comfort Care Center, St. John's Church, the YMCA, and the Canandaigua City School District; and

WHEREAS, Jim's service to others extended far beyond the local level; as an active member of the Canandaigua Rotary, Jim traveled the world administering humanitarian aid and comfort to those in need; and

WHEREAS, Jim's dedication to public service and his devotion to helping others has inspired and encouraged many to follow in his footsteps; and,

WHEREAS, the life of James Holden, as well as his generosity and love for community, cannot be summed up in words but can best be symbolized by the legacy he leaves for all of us; and,

THEREFORE BE IT RESOLVED, that we offer our words of praise and gratitude as a memorial for our friend and mentor, Mr. M. James Holden. May his family be comforted by the love and affection he showed to them as well as the memories of this fine man, his life's work and the many people whose lives he impacted; and

BE IT FUTHER RESOLVED, that a copy of this resolution be presented to his wife, Jane and the Holden Family as a token of our highest esteem for their beloved husband, father and grandfather.

12. Approval of the following Town Board Meeting Minutes:
January 11, 2016 and February 8, 2016

13. Approval of Charge Back Billing – Attachment 20

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 the purchases for compliance with the Town's approved policies & 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