

A. CONVOCAATION:

- 1. The Canadice Town Board Meeting was held on July 13, 2020 at 7:30 pm at the Canadice Town Hall.
- 2. Roll call showed the following-

Present: Supervisor Kristine Singer
 Councilman John O’Connor
 Councilman Mark Statt
 Councilman Mark Malmendier
 Councilman Teryl Gronwall

Others Present: Seven (7) guests/residents attended the Regular Town Board Meeting.

- 3. Salute to the Flag.

- 4. Approval of June 8, 2020 Regular Meeting Minutes-

Note: Minutes of the preceding meeting shall be approved without being read, unless the reading thereof is called for by a Member of this Board - the minutes are available for review at the Office of the Town Clerk.

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the minutes of the June 8, 2020 Regular Town Board Meeting.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

With the following correction: Pg. 7, Item G, #1, should be- Integrated Systems.

B. PRIVILEGE OF THE FLOOR:

*Mr. Mike Schaffron reported on the remaining items left to be completed before Kendall from the Department of Health will give the approval to start connections to the resident’s properties. When we reach that point Mr. Rowley will contact Kendall. The heavy rains caused issues at the tank-site property that need to be remedied. Discussion took place to prevent similar issues in the future. One suggestion by Patricia Bedard from the City of Rochester Water Authority was to place two sections of Jersey Barriers to act as a diversion structure around the chlorination shelter. Mr. Schaffron pointed out the final grading is not complete yet. Discussion also took place for purchasing three hydrant extensions. Mr. Schaffron was thanked for his time.

C. COMMUNICATIONS:

Note: Communications are filed with the Town Clerk. Discussion on any item may be called for by any Member of this Board.

*Supervisor Singer pointed out there are online courses offered by NYMER that we can take advantage of.

*Supervisor Singer indicated we maintained our 100% valuation after the full revaluation that was just processed.

D. REPORTS:

- 1. Town Clerk/Tax Collector- Mrs. Eileen Schaefer.
 - a. The financial report for the Town Clerk/Tax Collector for the month of June was submitted (see T.

C. file).

Councilman Gronwall motioned, Councilman Statt seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector's report.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

2. Historian- Mrs. Margaret Bott.
 - a. No report.

3. Code Enforcement Officer- Mr. Stephen Smith.
 - a. The written report for the month of June was submitted (see T. C. file).

4. Planning Board- Mr. Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. The Colegrove subdivision application was given final approval.
 - c. The new site plan application received from Mr. and Mrs. Kober was given preliminary review approval. Then Mr. Kober withdrew their application. Mr. Mayhood will submit a voucher for a refund for them when confirmation is received from them to withdraw their application.
 - d. Councilman Malmendier inquired what the status of the short-term rentals project is at this point: Burch Craig, Kate Crowley and Kaitlynn McCumiskey from the Planning Board will probably meet this month. Councilman Malmendier will provide some questions he notated on the preliminary draft document that had been prepared by the group.
 - e. Councilman O'Connor questioned the issue that was previously discussed regarding internet supplier signs on utility poles. Mr. Burch Craig indicated he has not followed up on that issue at this point.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.
 - a. No report.

6. Highway Superintendent- Mr. Jeremy Fraim.
 - a. The written report for the month of June was submitted (see T. C. file).
 - b. Johnson Hill Road and Canadice Lake Road culverts replaced.
 - c. Paving projects are moving along.
 - d. Road-side mowing completed once and started second pass of mowing.
 - e. Borrowed the motor grader from the Town of Naples to re-grade the dirt section of Canadice Hill Road.
 - f. Councilman O'Connor asked about the status of sharing a grader with the Town of Bloomfield. Supervisor Singer indicated an Intermunicipal agreement has been drawn up for review.
 - g. Had to push an uprooted tree back into the woods with the excavator when it was hit by a car at the sharp curve on Ross Road. The motorist failed to negotiate the turn and went straight into the ditch and trees.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of June was submitted (see T.C. file).

b. Water quality has been particularly good year-to-date. A few isolated near shore blue-green algae blooms were reported between June 18th and 22nd. Another was reported July 7th. This past Saturday the cold rain caused a minor mixing event. We did not observe any new algae this morning.

c. New vegetation maps were prepared and available online.

d. The weed harvester attempted to start last week, but the motor failed.

e. No information on grant availability.

8. Assessor- Mrs. Lisa M. Bennett

a. The written report for the month of June was submitted (see T.C. file).

9. Water District Project –

a. Progress Minutes, June 11, 2020

b. Progress Minutes, June 25, 2020

c. **Resolution Number 41 of 2020** – Authorization To Execute Contract Amendment #6 For Services Provided By LaBella Associates D.P.C. Pertaining To The Construction Of Canadice Water District No. 1 Project

Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board is currently pursuing the construction of Water District No. 1 along the County Road 36 corridor within the Town; and

WHEREAS, a referendum was presented to those within the district on August 20, 2011 and approved by the voters; and

WHEREAS, LaBella Associates, D.P.C has provided services regarding the preparation of the Map, Plan and Report and associated services after the referendum passed to advance the project to the point of receiving funding and in anticipation of construction oversight; and

WHEREAS, partial funding was obtained from Rural Development and this Board entered into an agreement with Labella Associates, D.P.C. for the administration of those funds; and

WHEREAS, additional funding was obtained in the form of grant funds from the Environmental Facilities Corporation; and

WHEREAS, there are significant requirements and procedures to be followed to access these funds to complete this project; and

WHEREAS, this Board retained LaBella Associates, D.P.C. for engineering services on this project with Resolution Number 35 of 2014; and

WHEREAS, this Board also entered into an agreement with LaBella Associates, D.P.C. for Grant Management Services with Resolution Number 19 of 2018 for the project; and

WHEREAS, construction began on the District with the Order To Proceed issued on May 9, 2018; and

WHEREAS, the project has encountered construction delays and will require services to continue beyond the time stated in the original agreements and those approved with Agreement Amendments 1, 2, 3,4 & 5; and

WHEREAS, LaBella Associates, D.P.C. has provided contract amendments to enable continuation of the services required to bring the project to completion; now, therefore,

be it

RESOLVED, that this Board authorizes the Supervisor to execute contract amendment #6 with LaBella Associates, D.P.C. for services pertaining to the construction of Canadice Water District #1; and, be it further RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Michael Schaffron and Ms. Kathleen Dear both of LaBella Associates, D.P.C. and retain a copy in the records of the Town.

d. Resolution Number 42 of 2020 – Authorizing Change Order No. 11 For Canadice Water District No. 1 For Jersey Barriers Near The Chlorination Shelter

Councilman Malmendier motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board authorized the construction of Canadice Water District No. 1; and
WHEREAS, bids were solicited and received for said project; and
WHEREAS, Fineline Pipeline was awarded the bid in the amount of \$4,691,805.00; and
WHEREAS, barriers will be installed for protection of the chemical feed building and junction boxes not to exceed \$5000 and the contract for Fineline Pipeline, Inc. will be increased by the exact amount from contingency when the amount is determined; and
WHEREAS, the engineering firm, LaBella, has reviewed the request and approved the same; now, therefore, be it

RESOLVED, that this Board approves Change Order No. 11 with the additional funds reduced from the Contingency Line and re-appropriated to the construction line of the project budget resulting in the contract price now being \$4,781,172.35; and, be it further

RESOLVED, that this Board also approves an additional one (1) day extension to the substantial completion date for the installation of the barriers; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Michael Schaffron and Ms. Kathleen Dear both of LaBella Associates, D.P.C., Lynn Dodge of Fineline Pipeline, Inc. and retain a copy in the records of the Town.

e. Resolution Number 43 of 2020 – Authorizing Change Order No. 11 For Canadice Water District No. 1 For Installation Of Hydrant Extensions

Councilman Gronwall motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board authorized the construction of Canadice Water District No. 1; and
WHEREAS, bids were solicited and received for said project; and
WHEREAS, Fineline Pipeline was awarded the bid in the amount of \$4,691,805.00; and
WHEREAS, installation of three (3) 24-inch hydrant extensions are required due to grade per the contractors cost sheet and the contract for Fineline Pipeline, Inc. will be increased by the exact amount from contingency when the amount is determined; and
WHEREAS, the engineering firm, LaBella, has reviewed the request and approved the same; now, therefore, be it

RESOLVED, that this Board approves Change Order No. 11 with the additional funds reduced from the Contingency Line and re-appropriated to the construction line of the project budget resulting in the contract price now being \$4,781,172.35; and, be it further
 RESOLVED, that this Board also approves an additional one (1) day extension to the substantial completion date for the installation of the hydrant extensions; and, be it further
 RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Michael Schaffron and Ms. Kathleen Dear both of LaBella Associates, D.P.C., Lynn Dodge of Finline Pipeline, Inc. and retain a copy in the records of the Town.

10. Supervisor- Ms. Kristine Singer.

a. The financial reports for the months of January through May were submitted (see T.C. file). Councilman Gronwall motioned, Councilman Statt seconded, and it was carried to accept the Supervisor’s report.

APPROVED Ayes 4 O’Connor, Statt, Malmendier, Gronwall
 Abstain 1 Singer
 Nays 0

E. UNFINISHED BUSINESS:

1. Resolution Number 44 of 2020 – Revised Building Permit Fee Schedule

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, Chapter 55 of the Town of Canadice Municipal Code, Local Law Number 1 of 1997 and Chapter 52 of the Town of Canadice Municipal Code, Local Law Number 1 of 2006, allow the town to establish building permit fees: and

WHEREAS, Section 55-14 and Section 52-17 state the fees may be set from time to time by this Board; and WHEREAS, the Town of Canadice Code Enforcement Officer recommended that the permits fees be revised to the Town Board and provided comparisons of fees from surrounding Towns; and

WHEREAS, this Board reviewed the information provided including the fees recommended by the Town of Canadice Code Enforcement Officer; now, therefore, be it

RESOLVED, the fee schedule for permits is hereby revised, a copy of which is attached; and, be it further

RESOLVED, the new fee schedule will be effective August 1, 2020; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Stephen Smith, Town of Canadice Code Enforcement Officer, post a copy of the public bulletin board, include the information on the website and retain a copy for the Town’s official records.

F. NEW BUSINESS:

1. Resolution Number 45 of 2020 – Accepting Proposal From Shield Heating And Cooling For Hot Water Tank Replacement

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall

Nays 0

WHEREAS, the hot water tank in the Town Hall has not been functioning properly; and
 WHEREAS, Shield Heating and Cooling was contacted to service the unit; and
 WHEREAS, after evaluating the issues with the tank and its age, it was recommended that the unit be replaced; and
 WHEREAS, the current unit is 19 years old, needs several main components replaced, it would be better to replace the unit; and
 WHEREAS, a proposal was received from Shield Heating and Cooling, 5715 Canadice Lake Road, Springwater, NY in the amount of \$950 for the tank and installation; and
 WHEREAS, it is the Supervisor’s recommendation to accept the proposal for the new tank and installation from Shield Heating and Cooling; now, therefore, be it
 RESOLVED, that this Board has reviewed the proposal and information provided by the Supervisor and agrees with the recommendation; and, be it further
 RESOLVED, that this Board authorizes the Supervisor to accept the proposal from Shield Heating and Cooling; and, be it further
 RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Shield Heating and Cooling and retain a copy in the Town’s records.

2. Resolution Number 46 of 2020 – Authorization To Execute Proposal From Integrated Systems For The Purchase And Set Up Of One New Computer Station And Replace Two Computers
 Councilman Malmendier motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, Resolution Number 23 of 2018 authorized an agreement with Integrated Systems to provide Information Technology Services to the Town; and
 WHEREAS, a new computer station needs to be established in the office that is being constructed for the Supervisor; and
 WHEREAS, the current computer shared by the bookkeeper and supervisor is in need of replacement along with the assessor clerk’s computer; and
 WHEREAS, a quote was received from Integrated for a replacement in the amount of \$1,230.14 and Board Member Mark Malmendier reviewed the quote and agreed it was reasonable; and
 WHEREAS, the Supervisor and Board Member recommend the acceptance of the proposal times three and agree that with the dependency on technology, it is necessary to keep the equipment upgraded within reason; and
 WHEREAS, a comprehensive equipment upgrade and replacement plan will be developed to ensure we maintain optimum operating equipment and safeguard our information; now, therefore, be it
 RESOLVED, that this Board authorizes the Supervisor to execute said proposal and purchase three new computers; and, be it further
 RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed proposal to Integrated Systems and retain a copy in our files.

3. Resolution Number 47 of 2020 – Authorization To Execute Proposal From Integrated Systems For The

Purchase And Installation Of A New Telephone System

Councilman Malmendier motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
Nays 0

WHEREAS, Resolution Number 23 of 2018 authorized an agreement with Integrated Systems to provide Information Technology Services to the Town; and

WHEREAS, the current telephone system is over 10 years old and several handsets have keys that are marginally operational; and

WHEREAS, our current phone and internet service provider, Frontier, has not been successful in resolving repeated line service interruptions; and

WHEREAS, a quote was obtained from Integrated for a replacement system using voice over technology that also includes changing our internet provider to enable better speed and reliability and ultimately lowering our monthly expense for phone and internet service; and

WHEREAS, the Supervisor recommends the acceptance of the proposal changing our internet and phone provider to Spectrum and replace the phone system in the Town Hall; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said proposal; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed proposal to Integrated Systems and retain a copy in our files.

4. Resolution Number 48 of 2020 - Authorization To Execute A Water & Sewer Billing Software Support Contract With Williamson Law Book Company

Councilman Gronwall motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
Nays 0

WHEREAS, this Board purchased the Water & Sewer Billing Software Program from Williamson Law Book Company in 2018 for use in Canadice Water District No. 1; and

WHEREAS, the software support is an annual renewable contract at a rate of \$1,525.00 for the period 7/1/20 to 6/30/21; and

WHEREAS, the Budget Officer recommends that the contract be purchased; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said contract and remit the contract fee to Williamson Law Book Company; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed contract to Williamson Law Book Company with the contract fee and retain a copy in the Town files.

5. Resolution Number 49 of 2020 - Authorization To Execute Roadside Mowing Contract With Ontario County

Councilman Statt motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
Nays 0

WHEREAS, Ontario County desires to continue having the Town of Canadice mow the roadsides along

designated County roads within the Town; and
 WHEREAS, Canadice Highway Superintendent Jeremy Fraim and this Board agree with the renewal of the terms set forth in the contract presented for the 2020 season; now, therefore, be it
 RESOLVED, that this Board gives authorization to the Supervisor to execute the contract renewal containing the same terms as the 2019 contract with adjusted rates of \$26.36 for a single mower and \$36.90 for boom style mowers plus labor and fringe benefits paid at actual cost; and, be it further
 RESOLVED, that the Clerk of this Board send the signed copy of the renewal agreement along with a certified copy of this resolution to William Wright, Commissioner of Public Works; and, be it further
 RESOLVED, that the Clerk of this Board send a copy of the executed agreement and a copy of this resolution to Jeremy Fraim, Canadice Highway Superintendent and retain a copy of said agreement for Town records.

6. Resolution Number 50 of 2020 - Acceptance Of Proposal For Town Hall Renovations

Councilman Gronwall motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, a proposal has been solicited for renovations to the town hall converting the conference room into two offices and the supervisors office into a conference room; and

WHEREAS, the Supervisor developed a statement of the work needed; and

WHEREAS, letters were sent or delivered to the following six (6) local contractors with the statement of work needed and posted on the Town's website and signboards:

Mailed to: Stowe Construction, Honeoye
 Diversified Contracting, Naples
 KRB Contracting, Bloomfield
 Malotte Contracting, Bristol

Delivered to: Double J Contracting, Canadice
 G.A. Wards, Honeoye

;and

WHEREAS, the following proposals were received;

 Double J Contracting - \$4,200.00

now, therefore, be it

RESOLVED, this Board accepts the proposal from Double J Contracting in the amount of \$4,200.00; and, be it further

RESOLVED, that this Board authorizes the Supervisor to execute any contracts necessary for services as set forth in the proposal; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Double J Contracting and retain a copy in the official records.

7. Approval of the Bills –

Councilman Malmendier motioned, Councilman O'Connor seconded, and it was unanimously carried that the bills are to be paid in the following amounts:

ABSTRACT #7 for 2020-

		Voucher	
General/Highway Account		#212 to #265	\$160,387.42
Trust & Agency		#8 & #9	\$ 6,152.67
APPROVED	Ayes 5	Singer, O'Connor, Statt, Malmendier, Gronwall	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. Councilman O'Connor questioned the rotation of town trucks and where are we on the equipment rotation schedule? Superintendent Fraim indicated there is a truck in line for trading-in. Some discussion took place regarding other equipment listed on the replacement schedule.
2. Councilman O'Connor asked about the AC system and Supervisor Singer indicated she has been looking into replacing the system.

H. EXECUTIVE SESSION: Per Section §105, 1(d), GML - Regarding Potential, Proposed, Pending Or Current Litigation

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to adjourn the regular meeting at 9:20 pm to go into executive session.

APPROVED	Ayes 5	Singer, O'Connor, Statt, Malmendier, Gronwall
	Nays 0	

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the executive session at 9:53 pm and resume the regular meeting with no action taken.

APPROVED	Ayes 5	Singer, O'Connor, Statt, Malmendier, Gronwall
	Nays 0	

I. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 9:54 pm.

APPROVED	Ayes 5	Singer, O'Connor, Statt, Malmendier, Gronwall
	Nays 0	

Respectfully submitted, _____ Eileen Schaefer, Town Clerk