

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on August 10, 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: Five (5) guests/residents attended the Regular Town Board Meeting.

3. Salute to the Flag.

4. Approval of July 13, 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 Gronwall motioned, Councilman Statt seconded, and it was unanimously carried to approve the minutes of the July 13, 2020 Regular Town Board Meeting.

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

B. PRIVILEGE OF THE FLOOR:

1. Councilman Statt was approached to ask if we are interested in a joint fire district with the Richmond Fire District. We would then be able to vote on items before the Richmond Fire District. Supervisor Singer felt it was worth looking into. We need to find out the procedure and what the financial impact would be.

C. COMMUNICATIONS:

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

D. REPORTS:

1. Town Clerk/Tax Collector- Mrs. Eileen Schaefer.

a. The financial report for the Town Clerk/Tax Collector for the month of July was submitted (see T. C. file).

Councilman O’Connor motioned, Councilman Malmendier 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 July was submitted (see T. C. file).
 - b. Some discussion took place regarding the number of calls coming in for inspections in the water district. Using a \$50 re-inspection fee for the appointments that are scheduled and the contractor is not ready for the meter was also discussed. Councilman O'Connor asked if there had been any issues with the water hook-ups. CEO Smith said there have been many issues; including several trips for one scheduled inspection which is why the re-inspection fee is needed.

4. Planning Board- Mr. Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. The Short-Term Rental Research Group met via zoom and they are almost ready to send a draft to the full Planning Board.
 - c. The Kober site-plan application is back on the schedule to move a cottage from one property to another property.
 - d. 6655 Canadice Lake Road, Brian and Marjorie Shaw; their property runs all the way up to County Road 37. They want to demolish the home on Canadice Lake Road, connect the two adjoining lots they own and will build a new home with access on County Road 37.
 - e. The old Comprehensive Plan survey questions were sent to Chris Vastola by Councilman Malmendier and some other members on the Planning Board are interested in helping with a new survey.

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 July was submitted (see T. C. file).
 - b. Oil and stone chip sealed Hayward Hill Road, Hayward Extension, and Johnson Hill Road.
 - c. The foundation was dug for the new equipment storage building and the contractors started work on the foundation.
 - d. An applicant for the HEO position, Charles Harris, was hired.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of July was submitted (see T.C. file).
 - b. Water quality has been good for the most part. It dropped to eight feet after the two inches of rain on July 29th. Eight feet is normal water clarity for early August.
 - c. July 23rd a quarterly HLWTF meeting was held.
 - d. The weed harvesting program is struggling to keep up with requests. Targeting weed beds seems to help. Supervisor Singer indicated a part-time person has been hired to help. His hours will be processed through our payroll and we will be reimbursed through our portion of the weed harvesting program.
 - e. Supervisor Singer mentioned a property in the Briggs Gully area that might be going on the tax foreclosure list and may possibly be of interest by the DEC.
 - f. The new website is still getting numerous hits. Water quality updates are posted the beginning of each week on the HLWTF website.

8. Assessor- Mrs. Lisa M. Bennett

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

b. Councilman O’Connor questioned the bill for summer education that Lisa participated in and if it is split between the towns she works for. Supervisor Singer will find out, the bill is usually split with other towns. Sometimes we pay the full amount and then reimbursed from the other towns.

9. Water District Project –

a. Progress Minutes, July 16, 2020

b. Progress Minutes, July 30, 2020

*substantial completion is done; however final completion is not done. There are some incomplete items that need to be addressed.

c. **Resolution Number 51 of 2020** – Budget Adjustment For Water District No. 1 Budget

Councilman Statt 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 Town of Canadice developed the budget for the Water District No. 1 project based on estimates provided by LaBella Associates; and

WHEREAS, the actual costs have varied due to the delay in construction completion; and, be it further

RESOLVED, that the Budget Officer recommends the following adjustments to the project budget:

Increase Legal – Chalifoux Law by \$5,308.00

Decrease Legal – Riley & Graff by \$5,308.00

Increase – Net Interest by \$75,000

Increase – Study & Report Phase by \$13.29

Add #4 in B, Technical Service, Aerial Photos – Increase by \$3,450.00

Add #3 in C, Construction, Propane Tank Install – Increase by \$307.74

Decrease Contingency by \$\$78,771.03

now, therefore, be it

RESOLVED, that this Board hereby authorizes the Budget Officer to make the stated adjustments to the

project budget and to the appropriate expenditure account within the accounting program; and be it further

RESOLVED, that certified copies of this resolution be sent to Kathy Dear at LaBella Associates, Supervisor Kristine Singer, Bookkeeper Dorothy Huber and retain a copy in the Town’s records.

d. **Resolution Number 52 of 2020** – Authorization To Amend Agreement For Legal Services From Chalifoux Law, PC

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 is currently pursuing the creation of a water district 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, this Board executed an agreement with Chalifoux Law, PC on July 28, 2015; and

WHEREAS, costs associated with obtaining well over 200 easements and necessary property for infrastructure was under estimated in prior agreements; and
 WHEREAS, it is necessary to execute an updated agreement based on the actual expenses incurred to date and including estimated future expenses in order to bring the project to completion; therefore, be it
 RESOLVED, that this Board authorizes the Supervisor to execute the updated legal services agreement with Sheila Chalifoux, Esq. of Chalifoux Law, PC for legal services pertaining to the creation of Canadice Water District No. 1; and, be it further
 RESOLVED, that the Clerk of this Board send certified copies of this resolution to Ms. Sheila Chalifoux, Esq. of Chalifoux Law, PC, Mr. Michael Schaffron and Ms. Kathy Dear both of LaBella Associates, D.P.C. and retain a copy in the records of the Town.

10. Supervisor- Ms. Kristine Singer.

a. The financial reports for the months of June & July were submitted (see T.C. file).

Councilman Gronwall motioned, Councilman Malmendier 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 HELD of 2020** – Creation Of Capital Project Budget For The Construction Of The Highway Cold Storage Facility

F. NEW BUSINESS:

1. Establish 2021 Budget Guidelines – the Highway Department contract will need to be renegotiated and we are looking at no increases in the .4 lines of the budget.

2. **Resolution Number 53 of 2020** – Setting Date, Time And Place For A Public Hearing To Entertain Comments Pertaining To The Adoption Of Local Law #1 (Intro) Of 2020 Entitled: A Local Law Pursuant To Chapter 97-2011 Of The Laws Of The State Of New York And §3-C Of The General Municipal Law Overriding Tax Levy Limit For Fiscal Year 2021

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, there has been presented and introduced at a meeting of this Board held on August 10, 2020, a proposed local law entitled "A Local Law Pursuant to Chapter 97-2011 of the Laws of the State of New York and Section 3-C of the General Municipal Law Overriding Tax Levy Limit for Fiscal Year 2021; now, therefore, be it

RESOLVED, that this Board shall hold a Public Hearing on the 14th day of September 2020 at 7:30 pm for the purpose of entertaining comments pertaining to the adoption of Local Law Number 1 (intro) of 2020 entitled; A Local Law Pursuant to Chapter 97-2011 of the Laws of the State of New York and Section 3-C of the General Municipal Law Overriding Tax Levy Limit for Fiscal Year 2021; and, be it further

RESOLVED, that the Clerk of this Board publish a notice of said Public Hearing in the official newspaper of the Town at least five (5) days prior thereto.

3. Resolution Number 54 of 2020 – Authorization To Execute Proposal From Integrated Systems For The Provision Of Email Hosting Via POP Main Service

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

WHEREAS, a new email hosting service needs to be established along with the technical upgrades and modifications occurring this year; and

WHEREAS, a quote of \$34.86 per month was received from Integrated Systems for an Email Hosting Agreement, which includes seven (7) mailboxes with 5GB storage and 10GB storage to provide sufficient archival mailbox space for the Supervisor; and

WHEREAS, acceptance of this proposal will save the Town \$1.64 per month, given the current cost of \$51.60 per month; and

WHEREAS, the Supervisor recommends the acceptance of the proposal; 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 55 of 2020 – Authorization To Execute Change Of Broker Of Record For Health And Dental Insurances

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, the Town of Canadice provides health and dental insurance to eligible employees; and

WHEREAS, Patrick McCloskey our contact at our current broker, the Lavoro Group, has moved to the KAFL Insurance Company; and

WHEREAS, Mr. McCloskey had provided excellent service to our employees as well as the Town as an employer; and

WHEREAS, the Supervisor has had a very positive past history with the KAFL Insurance Company while employed in a different capacity; and

WHEREAS, the Supervisor and Bookkeeper recommend that the Town change its broker from the Lavoro Group to KAFL Insurance; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute the Broker of Record moving from the Lavoro Group to KAFL Insurance immediately; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed proposal to the Lavoro Group and KAFL Insurance and retain a copy in our files.

5. Resolution Number 56 of 2020 - Authorization To Execute Proposal From Integrated Systems For The Sonic Wall Comprehensive Gateway Security Suite - TZ400 Network Security Firewall And Sonic Wall Capture Client Advance AntiVirus Subscription License

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

WHEREAS, the Town is upgrading its connection for both data and voice from Frontier to Spectrum; and

WHEREAS, our current Sonic Wall Firewall device will not accommodate the increased bandwidth provided by the new connections; and

WHEREAS, a quote of \$1,155.00 for a three-year license was received from Integrated Systems to upgrade to the newer TZ400 Network Security Firewall device; and

WHEREAS, a quote of \$440.00 for a one-year license was received from Integrated Systems to provide eight (8) licenses for the Capture Client AntiVirus software; and

WHEREAS, the Supervisor recommends the acceptance of the proposal; 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.

6. Resolution Number 57 of 2020 – Declaring Certain Electronic Equipment Surplus

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, the Town is upgrading computers and peripheral equipment; and

WHEREAS, the following equipment is deemed surplus due to the replacements and will no longer be used, is not cost effective to upgrade and/or has no value due to its age:

- Scanner – HP Scanjet – Serial #SGOBF260CN
- Printer – HP Laserjet 1100 – Serial #USPF081226
- PC - HP 6305 – Serial #2UA31Q2175
- PC – Gateway E4000 – Serial #0030134814
- PC – Gateway Pro933M – Serial #0022564540
- 2 Keyboards – 1 E Machines, 1 Gateway
- 1 Mouse – Microsoft
- Monitor – Neovo F417 – Serial #CAF4170D42501394

now, therefore, be it

RESOLVED, that this Board hereby declares listed equipment as surplus; and, be it further

RESOLVED, that the equipment be disposed of at the next available electronics disposal opportunity; and, be it further

RESOLVED, this equipment is to be removed from the Town’s equipment inventory.

7. Approval of the Bills –

Councilman Statt motioned, Councilman Gronwall seconded, and it was unanimously carried that the bills are to be paid in the following amounts:

ABSTRACT #8 for 2020-

	Voucher	
General/Highway Account	#266 to #319	\$305,741.02
Trust & Agency	#10	\$ 279.70

(Voucher #318 deleted, entered twice)

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

G. PRIVILEGE OF THE FLOOR: There was no one to be heard.

H. ADJOURNMENT:

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the meeting at 8:44 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk