

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on September 14, 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: Nine (9) guests/residents attended the Regular Town Board Meeting.

3. Salute to the Flag.

4. Approval of August 10, 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 Statt seconded, and it was unanimously carried to approve the minutes of the August 10, 2020 Regular Town Board Meeting.

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

With the following corrections:

Pg 3, Resolution 51, second whereas, construction completion.

Pg 2, #6, Fraim.

Approval of August 17, 2020 Special Town Board 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 Statt seconded, and it was unanimously carried to approve the minutes of the August 17, 2020 Special Town Board Meeting.

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

B. PUBLIC HEARING: Regarding 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 The Tax Levy Limit For Fiscal Year 2021

*Supervisor Singer indicated this local law is a housekeeping law we address every year to cover ourselves if we miscalculate anything.

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to close the public hearing.

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

Nays 0

C. PRIVILEGE OF THE FLOOR:

1. Janelle Specca Director Honeoye Public Library- thanked the Board for all the support provided by Canadice. *Supervisor Singer mentioned prior two years expenditures are used when the Town processes a budget and would like that information from the Library. It would be helpful to have 2019 and 2020 to date. Ms. Specca will email that information to Supervisor Singer.

*Ms. Specca indicated the “Owwl2go” contributions were the only major increase in expenditures. Also, there was a volunteer bookkeeper that retired, which resulted in another expenditure. The programs that were unable to take place they are trying to put online if possible.

*Councilman Malmendier questioned how many Canadice residents are card holders at the Honeoye Library; Ms. Specca reported there was a circulation of 31K last year and 15% were Canadice residents. The online fee is a flat rate? Ms. Specca indicated the fee is based on the size of the library.

*Councilman O’Connor questioned the events at the gazebo that are advertised; Ms. Specca had already published the performances before we knew they would be cancelled and did not re-print to save funds. Councilman O’Connor also asked if there are only two people receiving a salary and are they full-time or part-time. Ms. Specca indicated they are all part-time; the director’s position, two clerks, an accountant, bookkeeper, and custodian. They are currently open 16 hours; typically they would be open 27 hours.

*Mr. Mayhood questioned how many hours would be needed for a volunteer bookkeeper. Ms. Specca indicated typically five to ten hours a month. The person would need to be familiar with QuickBooks, how to process a year-end report and check writing.

*Ms. Specca thanked the Board for their time.

2. Richmond Fire District – Chief Rick Frost and Commissioner Chris Weber addressed the Board. They are asking for roughly a 1% increase, the same as last year. Chief Frost indicated they did receive a grant for new air packs for \$130K; upgraded the brush truck; received a front-line pumper, received a new ambulance that is all-wheel drive for \$270K. The only truck financed is the big pumper.

*Chief Frost brought up the possibility of combining fire districts. This would allow Canadice residents to hold an office as a commissioner and residents could vote on items before the Fire District. If combined the new fire district would take over any contracts Canadice holds which includes contracting with the Hemlock Fire District for the area they cover. Councilman O’Connor questioned if the town would then contribute funds if there is a shortfall in the budget. Chief Frost indicated that would be the case, but he has never experienced a short-fall where extra funds were needed in the many years he has been in office.

*Another area of support being investigated- Councilman Statt explained when people experience head injuries and also have compromised breathing, even if they are alert, can be knocked out with drugs before transporting them to the hospital. This procedure requires more specialized training and medical supplies.

*Councilman O’Connor questioned where we stand with reimbursements from insurance companies to the volunteer ambulance service and if the number of volunteers has continued to drop; Chief Frost indicated the issue of reimbursements has not moved forward this year and the number of volunteer ambulance services has not continued to drop as fast.

*Chief Frost and Commissioner Weber would welcome the participation from Canadice residents that would be available if the fire districts were combined. They thanked the Board for their time.

D. COMMUNICATIONS:

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

E. REPORTS:

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

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

Councilman O’Connor motioned, Councilman Gronwall 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 August was submitted (see T. C. file).

b. No questions on the CEO report, they have been busy with water district inspections.

4. Planning Board- Mr. Theodore Mayhood.

a. Draft minutes were submitted to the Town Board (see T. C. file).

b. Site plan approved for the Kobers on Poplar Cove.

c. The Short-term Rental Research Group turned in a draft proposal to the Planning Board.

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 August was submitted (see T. C. file).

b. Oil and stone chip seal took place on Purcell Hill Road, Burch Hill Road, S Old West Lake Road/Cross Road, Lawrence Hill Road N/S and E/W.

c. Replaced three cross-culverts in preparation of the project on Middle Road and Middle Road North scheduled for next year.

- d. Installed one new driveway culvert on Luckenbach Hill Road.
- e. Aquino Contractors finished the foundation for the equipment building; there have been setbacks involving the availability of concrete.
- f. August 27th there were heavy rains; approximately two inches of rain in an hour. Several culvert pipes could not handle the volume of water.
- g. Discussion took place regarding the equipment that needs to be replaced and the projected costs.
- h. **Resolution Number HELD of 2020** - Authorizing Trade of Loader and Purchase of F250 Super Cab Pick Up According to the Equipment Replacement Schedule

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.

- a. The written report for the month of August was submitted (see T.C. file).
- b. Water quality was generally good through mid-August.
- c. There were 876 visits by 366 unique visitors to the new HLWTF website in August.
- d. We had the first lake mixing (turn over) event for the season on August 20th.
- e. The weed harvester and shoreline weed fragment pick-up barge have been operating full-time since July 13th. The program is expected to shut down for the season October 1st.
- f. Met with Richmond Supervisor Daryl Marshall and Ontario County Soil & Water regarding the Honeoye Outlet. A permit was received from DEC to start working on the issues concerning the Honeoye Outlet.
- g. Councilman O’Connor questioned if the new conveyor has been received. Supervisor Singer indicated it has not been received. Councilman Malmendier questioned if a second barge would be useful, Councilman Gronwall indicated there would not be enough staff to make it worthwhile.

8. Assessor- Mrs. Lisa M. Bennett

- a. No report. Supervisor Singer indicated the Assessor has been working on the benefit unit charges for the water district special assessment roll.

9. Water District Project –

- a. Progress Minutes, August 13, 2020
- b. SWPPP Report, August 21, 2020
- c. Monthly Operations Report
- d. Councilman Malmendier mentioned as of September 11 we have a 27% hook-up rate. There is still an ongoing problem with run-off at the tank-site. The tank-site gate and fence, Kesselring’s concrete, and the plug interface for the generator at the tank-site are the main to-do items on the punch list.
- e. Councilman Malmendier confirmed with Supervisor Singer that a first billing will take place October 1st. Training for the meter software is September 25th.

10. Supervisor- Ms. Kristine Singer.

- a. The financial report for the month of August was 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

b. Budget Transfer:

FROM	TO	AMOUNT	PURPOSE
A8092.1	A8092.4	\$ 1,000.00	Expenditures greater than budgeted amount.

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

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

F. UNFINISHED BUSINESS:

1. Resolution Number 59 of 2020 – 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 The Tax Levy Limit For Fiscal Year 2021

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, a Public Hearing was duly held at the Canadice Town Hall on the 14th day of September, 2020 at 7:30 pm, 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 Canadice, after due deliberation, finds it in the best interest of the Town to adopt said Local Law; and

WHEREAS, it is necessary to keep all local laws, as finally adopted, numbered consecutively in the year of their filing in the Office of the Secretary of State; now, therefore, be it

RESOLVED, that this Board adopts said Local Law Number 1 (Intro) of 2020 as Local Law Number 1 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 the Tax Levy Limit for Fiscal Year 2021; and, be it further

RESOLVED, that the Clerk of this Board is hereby directed to retain a copy of Local Law Number 1 of 2020 in the Town records, and send a copy of Local Law Number 1 of 2020 with a copy of this resolution to the Secretary of State for filing within that office and to General Code Publishers for reference.

2. Resolution Number 60 of 2020 – Creating Capital Project H2, Highway Cold Storage Facility, Budget 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, Senator Richard Funke solicited projects for state funding grants in January of 2017; and

WHEREAS, the Highway Superintendent at that time, submitted four possible projects that would benefit Town operations and its residents; and

WHEREAS, on May 23, 2017 the Highway Superintendent was notified that the request for \$258,050.00 for the construction of a storage facility for equipment had been approved; and

WHEREAS, on October 16, 2017 the Certificate of Municipal Site Control was executed and submitted to the Dormitory Authority of the State of New York (DASNY) as required to proceed with the grant process;

and

WHEREAS, Resolutions 16-2019 and 24-2019 authorized the execution of the Grantee Questionnaire and Disbursement Agreement respectively; and

WHEREAS, bids for construction of the facility were solicited and Resolution 56-2019 awarded Burnett General Contracting, Inc. for the construction of the metal structure in the amount of \$170,586.00; and

WHEREAS, it was determined that some modifications needed to be made to the building as a result of changing the location on the Highway Facility property resulting in a change order to the original contract with Burnett General Contracting, Inc. in the amount of \$11,675.00; and

WHEREAS, bids for the concrete and masonry work required for the building were solicited and Resolution 13-2020 awarded the work to Aquino Contractor, Inc. in the amount of \$49,907.00; and

WHEREAS, as a part of the project, the Town will provide in kind services for site preparation and certain materials; and

WHEREAS, it is necessary to create a capital project with a corresponding budget to fund and keep a financial accounting of the project; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to create Capital Project H2, Highway Storage Facility; and, be it further

RESOLVED, that the following budget be established for Capital Project H2, Highway Storage Facility:

Revenues

H2-3997, NYS Home & Community Svcs Capital Grant	\$258,050.00
H2-5031A, Interfund Transfer (A)	\$ 49,193.00
H2-5031DA, Interfund Transfer Hwy Labor (DA)	<u>\$ 29,700.00</u>
	\$336,943.00

Expenditures

H2-5132.1, Personal Services	\$ 29,700.00
H2-5132.21, Foundation Contract	\$ 49,907.00
H2-5132.22, Building Contract	\$182,261.00
H2-5132.23, Electrical	\$ 33,000.00
H2-5132.4, Contractual Expenses	\$ 39,775.00
H2-9030.8, Social Security	<u>\$ 2,300.00</u>
	\$336,943.00

and, be it further

RESOLVED, that the Clerk of this Board provide certified copies of this resolution to the Highway Superintendent, Supervisor and Bookkeeper and retain a copy in the Town’s records.

G. NEW BUSINESS:

1. Resolution Number 61 of 2020 – Establishing Standard Workdays For Elected And Appointed Officials For Retirement Purposes

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 New York State and Local Employees’ Retirement System requires that a Standard workday be established for retirement credit purposes; and

WHEREAS, this Board has reviewed and recommended establishment of standard workdays for elected and appointed officials; now, therefore, be it

RESOLVED, that this Board hereby establishes the following as standard workdays for elected and appointed officials; and, be it further

RESOLVED, that this Board will report the following days worked in the New York State Employees' Retirement System based on the record of activities maintained and submitted by the official, who is a member of the Retirement System, to the Clerk;

<i>Position</i>	<i>E/A</i>	<i>Name</i>	<i>Std Work Day</i>	<i>Term</i>	<i>Maintains PR Time Record</i>	<i>Days per Month</i>
Highway Superintendent	E	Jeremy Fraim	8.0	3/01/20–5/31/20	No	22.55

and, be it further

RESOLVED, that a certified copy of this resolution be transmitted by the Clerk to the New York State Comptroller and retain a copy in the Town records.

2. Resolution Number 62 of 2020 - Setting Date, Place And Time For A Public Hearing Pertaining To The 2020 Special Assessment Roll To Collect Water District No. 1 Capital Improvement Costs Based On Benefit Formulas

Councilman Gronwall 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, Canadice Water District No. 1 ("Water District") has incurred capital debt and annual interest and principal payments will be due; and

WHEREAS, all property owners in the Water District benefit from said District and must contribute to the repayment of the District's capital debt and capital improvements in accord with the benefit received; and
 WHEREAS, the Board seeks to collect a Capital Recovery Charge ("CRC") from all property owners within the Water District through a benefit-based special assessment; and

WHEREAS, the Town Board has directed the Assessor to compute the CRC charge for the Water District on the 2020 Special Assessment Roll by applying a benefit formula that will be charged to each property within the Water District for the 2021 Tax Levy billing; and

WHEREAS, the Assessor has prepared and presented a 2020 Special Assessment Roll to the Town Board; and

WHEREAS, it is necessary to hold a public hearing on the 2020 Special Assessment Roll; and, it is hereby

RESOLVED, by the Town Board of the Town of Canadice that a Public Hearing shall be held on the 12th day of October 2020, at 7:30 pm at the Canadice Town Hall, 5949 County Road 37, Town of Canadice, County of Ontario, State of New York for the purpose of hearing public comment regarding the 2020 Special Assessment Roll used for the 2021 Tax Levy billing; and, be it further

RESOLVED, that the Town Clerk advertise for said Public Hearing and notice all property owners within the District in a manner consistent with law; and, be it further

RESOLVED, that a copy of this Resolution be provided to the Town Assessor, Town Clerk, and the

Supervisor.

3. Resolution Number 63 of 2020 - Setting Date, Place And Time For A Public Hearing Pertaining To The 2021 Fire Protection Contracts

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 Town of Canadice currently contracts with the Richmond Fire District and Hemlock Fire District for fire protection and ambulance service within the Town's fire protection district; and

WHEREAS, said contracts will expire on December 31, 2020; and

WHEREAS, this Board is reviewing the services provided by each of the Districts; and

WHEREAS, this Board desires to ensure the residents of the town have adequate fire and ambulance services; and

WHEREAS, this Board will pursue executing new contracts for a one-year period commencing January 1, 2021 and terminating December 31, 2021 that it feels best meets the needs of the residents of the Town; and

RESOLVED, that this Board will conduct a public hearing to entertain comments pertaining to said contracts at 7:30 pm on October 12, 2020 at the Canadice Town Hall, 5949 County Road 37; and, be it further

RESOLVED, that the Clerk of this Board publish notice of said hearing in the official newspaper in accordance with Town Law and send copies of this resolution to the Richmond Fire District and the Hemlock Fire District.

4. Resolution Number 64 of 2020 – Setting Date, Place And Time For A Workshop Pertaining To The 2021 Town Of Canadice Tentative Budget

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, it is the Budget Officer's Responsibility to prepare the 2021 Tentative Budget and file said budget with the Town Clerk no later than September 30, 2020 and

WHEREAS, it is the Town Clerk's responsibility to submit said budget to members of the Board no later than October 5, 2020; and

WHEREAS, it is the desire of this Board to conduct a workshop meeting to discuss said budget; now, therefore, be it

RESOLVED, that this Board will conduct a workshop meeting on Tuesday September 29, 2020, at the Canadice Town Hall, 5949 County Road 37, Town of Canadice, County of Ontario, State of New York at 7:00 pm; and, be it further

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

5. Resolution Number 65 of 2020 – Authorization To Change Disability Insurance Company To Standard Security Life Insurance Company

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, we currently source our employee mandatory disability insurance through the Guardian Co.; and

WHEREAS, the annual cost of that insurance in 2020 is \$752.80; and

WHEREAS, it has been brought to our attention that the same insurance sourced by the Standard Security Life Insurance Company would annually cost us \$433.20; and

WHEREAS, that changing our insurance company to the Standard Security Life Insurance Company would result in an annual savings of \$319.60; now, therefore, be it

RESOLVED, that the Town Board hereby change their Employee Disability Insurance from Guardian to the Standard Security Life Insurance Company; and, be it further

RESOLVED, that this change is effective October 1, 2020; and, be it further

RESOLVED, that the Clerk of this Board forward a copy of this resolution to Guardian Insurance, Standard Security Life Insurance Company and retain a copy of this resolution in the Town records.

6. Approval of the Bills –

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

ABSTRACT #9 for 2020-

	Voucher	
General/Highway Account	#320 to #374	\$190,808.09
Trust & Agency	#11	\$ 191.80

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

H. PRIVILEGE OF THE FLOOR:

1. Councilman O’Connor commented on the Little Lakes letter thanking us for our donation, and if the Assessor splits the fees for her classes with all the towns she works for. Supervisor Singer indicated the Assessor took several classes and charged each town for a different class. Little Lakes did thank us for our donation, but has not yet submitted a request for 2021.

2. Councilman Malmendier will be submitting a letter of resignation and plans on posting a notice on the town website for any interested parties to contact the Supervisor and Town Board.

I. EXECUTIVE SESSION: Regarding A Labor Relations Contract

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the regular meeting at 9:41pm to go into executive session.

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

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the

executive session at 10:03 pm and resume the regular meeting with no action taken.

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

J. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the meeting at 10:04 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk