

A. CONVOCATION:

1. The Canadice Town Board Meeting was held on October 10, 2022 at 7:30 pm at the Canadice Town Hall and Virtually via Zoom.

2. Roll call showed the following-

Present: Supervisor Christopher Vastola
Councilman John O’Connor
Councilman Mark Statt
Councilman Teryl Gronwall
Councilwoman Kate Crowley

Others Present: Four (4) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag.

4. Approval of September 12, 2022 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, Supervisor Vastola seconded, and it was unanimously carried to approve the minutes of the September 12, 2022 Regular Town Board Meeting.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
Nays 0

Approval of September 27, 2022 Budget 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, Supervisor Vastola seconded, and it was unanimously carried to approve the minutes of the September 27, 2022 Town Board Budget Meeting.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
Nays 0

B. CONVENE AS THE CANADICE BOARD OF HEALTH:

1. Councilman O’Connor motioned, Councilwoman Crowley seconded, and it was unanimously carried to adjourn as the Canadice Town Board and convene as the Canadice Board of Health.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
Nays 0

1. Resolution Number 60 of 2022 – Approving Septic Placement Variance Request For 5470 State Route 15A

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town of Canadice Municipal Code Chapter 92 contains the requirements for Septic Systems installed or repaired within the Town; and

WHEREAS, said code states that the Canadice Town Board of Health must review and approve any requested variances to these rules and regulation; and

WHEREAS, Mr. Stephen Smith, Canadice Code Enforcement Officer has referred the plans for a new system to be installed at 5470 State Route 15A for review and variance approval or denial; and

WHEREAS, detailed construction plans for the new system were provided by the engineer, Allen Engineering; and

WHEREAS, §92-8 C of the Canadice Municipal Code states that a public hearing is to be held with required legal postings;

WHEREAS, a Public Hearing was duly held on October 10, 2022 at the Canadice Town Hall at 7:30 pm, and all parties in attendance were permitted an opportunity to speak on behalf or in opposition to said variance, or any part thereof; and

WHEREAS, the Town Board convening as the Canadice Board of Health reviewed the submitted plans and after due deliberation, found the proposed system to meet or exceed state codes; now, therefore, be it

RESOLVED, that this Board approves the installation of the system in accordance with the plans provided; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Juan Gonzalez, 5470 State Route 15A, Hemlock, NY 14466 and Stephen Smith, Canadice Code Enforcement Officer.

Councilman O’Connor motioned, Councilman Gronwall seconded and it was unanimously carried to adjourn as the Canadice Board of Health and reconvene as the Canadice Town Board.

C. PUBLIC HEARING: Public hearing to entertain comments for the 2022 Special Assessment Roll Supervisor Vastola motioned, Councilman Statt seconded and it was unanimously carried to open the public hearing.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

After some discussion Councilwoman Crowley motioned, Councilman O’Connor seconded and it was unanimously carried to close the public hearing.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

D. PRIVILEGE OF THE FLOOR:

1. Supervisor Vastola commented on some of the interactions he has had – attended the meeting of Ontario County Chamber of Commerce, met with Canandaigua National Bank HR, and attended the grand opening

of youth center in Bloomfield.

E. COMMUNICATIONS:

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

F. REPORTS:

1. Town Clerk/Tax Collector- Eileen Schaefer.

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

Councilman O’Connor motioned, Councilwoman Crowley seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector’s report.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

2. Historian- Margaret Bott.

a. No report.

3. Code Enforcement Officer- Stephen Smith.

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

b. CEO Smith commented on the lack of applications for the short-term rental regulation. He doesn’t see anything regarding enforcement in the regulation if the application isn’t submitted or how a short-term rental can be identified. The original research group that developed the regulation will look into the issue.

c. Some discussion took place regarding the unsafe structure listed on the CEO report.

4. Planning Board- Theodore Mayhood.

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

b. The application for Sweet Pea Lane was reviewed and tabled until a survey map is submitted.

d. FYI – there was no Zoom access for the last ZBA meeting.

c. Supervisor Vastola asked that the Planning Board complete vouchers at their October meeting and a final one at the December meeting.

5. Zoning Board of Appeals- Linda Moorhouse.

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

b. Mr. Mayhood indicated it was hard to understand what variance was actually approved from the last Zoning Board of Appeals meeting. Some discussion took place regarding changing the decision form to show the basic application request and what was approved.

6. Highway Superintendent- Jeremy Fraim.

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

b. Cratsley Hill Road and Curtis Road capital improvement projects have been completed with the installation of new shoulders. Assisted the Towns of Bristol, Richmond and West Bloomfield with their shoulder installation projects.

c. The Town of Springwater brought their grader into Canadice and assisted with some asphalt wedging on Canadice Hill Road. Canadice assisted Springwater with trucks for their chip sealing project.

d. The intern is starting next week and will be covered under the school’s insurance.

e. The two Ford’s are due to be replaced, the 2019 F-250 and 2016 F-550. No municipal pricing is available until October 20th and the order period is only open four days from November 7th until the 10th. After some discussion, Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to approve the letter of intent to purchase an F-550 and F-250 truck.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

f. Road striping for the remaining seven miles of road is scheduled.

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

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

b. Monday 10/3/22 water clarity increased by 4 feet to 8.3 feet. The surface temperature decreased to 62.6° F.

c. The virtual public meeting regarding the Pilot Study to Control Phosphorous Impacts in Honeoye Lake was well attended. If they go forward with the project, it would take place towards the end of October or early November (or late March, early April 2023) and would take approximately 20 days. The project is fully funded by the State of New York.

8. Assessor- Lisa Bennett

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

9. Water District Operations –

a. Rochester Water Authority Operations Report submitted (see T.C. file).

b. Councilwoman Crowley indicated the gallons pumped are similar to last year and approximately 14,000 gallons less than last year. There may have been less flushing and will know by the next meeting.

10. Special Reports –

a. No special reports.

11. Supervisor- Christopher Vastola.

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

Councilwoman Crowley motioned, Councilman Statt seconded, and it was carried to approve the Supervisors report.

APPROVED Ayes 4 O’Connor, Statt, Gronwall, Crowley
 Abstain 1 Vastola
 Nays 0

G. UNFINISHED BUSINESS:

1. Superintendent Fraim spoke to Leonard from Martins last week, and the drilling is scheduled for the end of November.

2. Integrated Systems Network Map not received yet.

3. 2023 Town Budget updated with a few revisions. Councilwoman Crowley questioned purchasing two cameras, one for the Assessor and one for the CEO. It was confirmed they will be purchased from the 2022 budget. She also commented on the appropriated fund balance townwide, it still shows 97 instead of 99- our target. The last item is the Budget Officer rate on the salary sheet needs to be updated.

4. Councilman O’Connor mentioned the electric still has not been turned off at the old Historian building and should be. No other discussion was needed, it will be turned off. Mr. Mayhood indicated we should take the Historian sign down.

5. Councilwoman Crowley questioned if the harassment training is completed now. Some people have not attended the training yet, in-person or virtual.

H. NEW BUSINESS:

1. Resolution Number 61 of 2022 – Authorization To Purchase Office 2021 Perpetual Licenses

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town of Canadice has a computer software upgrade and replacement process, and
WHEREAS, there are 12 computers in the Town offices are currently using Office 2010 which is a version that is no longer receiving technical upgrades and security patches, and
WHEREAS, the Town has received a quote for \$249.00 / license from Integrated Systems for the purchase of Office 2021 perpetual licenses which will be under support through October 13, 2026; therefore, it is
RESOLVED, that the Town Board hereby requests a quote from Integrated Systems for the new software package in the amount of \$2,988.00; and, it is further
RESOLVED, that a certified copy of this resolution along with approval to purchase, via this resolution, be sent to Integrated Systems.

2. Resolution Number 62 of 2022 – Setting Date, Place And Time For A Public Hearing To Entertain Comments Pertaining To The Proposed 2023 Canadice Town Budget

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Budget Officer prepared the 2023 Tentative Budget and filed said budget with the Town Clerk and members of this Board; and
WHEREAS, this Board conducted a budget workshop meeting on September 27, 2022; and
WHEREAS, based on the input provided at said workshop, the Budget Officer prepared the 2023 Proposed Budget; and
WHEREAS, the Budget was further reviewed at the regular Town Board meeting on October 10, 2022 resulting in additional adjustments; now, therefore, be it

RESOLVED, that this Board will conduct a Public Hearing to hear comments pertaining to the 2023 Proposed Budget, Monday, November 14, 2022 at the Canadice Town Hall, 5949 County Road 37, Town of Canadice, New York at 7:30pm; and, be it further

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

3. Resolution Number 63 of 2022 – 2022 Budget Modifications

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Budget Officer has determined there are insufficient funds remaining in line items below due to cost increases; and

WHEREAS, the Town had new employee added to Medical Plan in 2021 not in 2022 Budget; and

WHEREAS, the Town roadside brush and weed trimming exceeded the 2022 Budget; and

WHEREAS, the Budget Officer has determined there is sufficient funds available in unappropriated fund balance to cover these expenses; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to make the following 2022 budget modifications:

 Increase DA599 Appropriated Fund Balance by \$8,636.05

 Expenditures

 Increase DA9060.8 Hospital & Medical Insurance by \$7,836.05

 Increase DA5141.1 Misc. Brush & Weeds Personal Services by \$800.00

And, be it further

RESOLVED, that the Clerk of this Board provide certified copies of this resolution to the Budget Officer and Town of Canadice Bookkeeper.

5. Approval of the Bills –

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

ABSTRACT #10 for 2022-

General/Highway/Water District #1	Voucher #401 to #444	\$ 81,127.52
Trust & Agency	#16 to #17	\$ 10,338.60

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

I. PRIVILEGE OF THE FLOOR:

1. Councilman O’Connor questioned if it would be an advantage to have a postage meter. When previously looked into, there wasn’t a significant difference in savings. It might be different now and purchasing postage online is discounted.

2. November 11th Veterans Day Service will be held at 11:00 am at the Town of Richmond Gazebo.

3. Councilman O’Connor questioned the hacking information Supervisor Vastola mentioned. Supervisor Vastola mentioned it came through as a text to Councilwoman Crowley from Supervisor Vastola. After some discussion, just home landline numbers will be listed on the town website for Board members. No cell phone numbers. Supervisor Vastola indicated cyber training through Ontario County will be set up for our benefit.

4. Councilman O’Connor questioned what Supervisor Vastola was going to mention at the last meeting. Supervisor Vastola received a letter commending Councilman O’Connor on his volunteerism with Foodlink. They are appreciative of his efforts.

5. Supervisor Vastola mentioned the windmill proposal from Liberty Renewables that is happening south and west of Canadice as an FYI. Not in Canadice.

6. Ted mentioned Burch Craig contacted a DEC representative regarding the bench on Canadice Lake Road and DEC has trimmed the brush away from the bench.

7. **Resolution Number 64 of 2022** – Authorizing The Purchase Of A Ford Maverick Truck For The CEO Office Which Will Be Added To The Equipment Replacement Schedule
Councilman Statt motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, this Board and the Highway Superintendent have developed a comprehensive equipment replacement schedule to stabilize the capital equipment expenditure line and maintain quality equipment; and WHEREAS, Code Enforcement Officer Stephen Smith has presented a cost proposal for the equipment purchase from a Municipal Qualified Contract schedule; and WHEREAS, this Board, after discussion, agrees with purchasing the Ford Maverick Truck; now, therefore, be it

RESOLVED, that this Board accepts the proposal from Van Bortel for the 2023 PL 315 Ford Maverick Truck with a net price of \$29,514.30 per order #B6902 and, be it further

RESOLVED, that this Board authorizes the Supervisor to execute any documents necessary to complete the transaction for the purchase from Van Bortel; and, be it further

RESOLVED, that the Clerk of this Board is to retain a copy of this resolution in addition to sending two certified copies to CEO Stephen Smith for his records and to provide to the vendor.

8. CEO Smith questioned if any applications have come in for the CEO position so training can begin as soon as possible. It was discussed that two or three applications have been received.

J. ADJOURNMENT:

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the meeting at 9:12 pm.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk