A. CONVOCATION:

- 1. The Canadice Organizational/Town Board Meeting was held on January 11, 2016 at 7:30 pm at the Canadice Town Hall.
- 2. Roll call showed the following-

Present: Supervisor Kristine Singer

Councilman John O'Connor Councilman William Hershey

Councilman Mark Statt

Councilman Mark Malmendier

Others Present: Eleven (11) guests/residents attended the Organizational and Regular Town Board Meeting.

- 3. Salute to the Flag.
- 4. Approval of December 14, 2015 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 Malmendier seconded, and it was unanimously carried to approve the minutes of the December 14, 2015 Town Board Meeting:

APPROVED

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

B. CONVENE AS THE BOARD OF HEALTH:

1. Public Hearing for 6338 County Road 36, Turtle Rock Hollow discharge field setback variance application.

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to recess the regular/organizational town board meeting and convene as the Board of Health.

APPROVED

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Navs 0

Supervisor Singer opened the public hearing. The setback distance is the item in question for this application. Councilman Hershey discussed the length of the infiltrator line. The NYS Department of Health requires 50 feet which means it can't be 70 linear feet. It would have to be 50 feet and another adjacent line of 20 feet. Ms. Crane didn't know the reason the engineer laid it out that way. Councilman Hershey felt there was no reason to address the variance when changes needed to be made to the plan. There are also some questions regarding the soil sample testing, additional information needs to be included with the engineers report. The minimum size tank allowed is 1,000 gallons even if the calculations show a 500 gallon tank would be sufficient. We need to see a cross section of an area of the infiltrator. Councilman Malmendier questioned if there is a system called a "gray water system". Ms. Crane indicated there is not anything called a gray water system even though she will never use it for any type of sewage. Mr. Mayhood indicated the modification of the system might eliminate the need for a variance. Supervisor Singer indicated the Town could hire their own engineer to review the plans, but the cost would be billed to Turtle

Rock Hollow. Ms. Crane indicated the other option would be to just drop a tank in the ground that gets pumped weekly; she is having the sewage pumped weekly anyway since the bathroom is not completely set up as a composting toilet yet. Supervisor Singer indicated she will provide a list of questions to the Town attorney. The attorney will contact Ms. Crane's engineer to discuss these questions. Ms. Crane will be copied in on that list.

Councilman Hershey motioned, Councilman Statt seconded, and it was unanimously carried to recess the public hearing and the Board of Health and reconvene the regular/organizational town board meeting.

APPROVED

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

C. ORGANIZATIONAL MEETING:

- 1. Review Organizational Items
 - a. Time And Place For Regular Town Board Meetings:

Second Monday each month at 7:30 pm

Canadice Town Hall, 5949 County Rd #37

b. Official Newspaper:

Daily Messenger, Canandaigua, NY

c. Official Bank:

Supervisor- Canandaigua National Bank

Town Clerk/Tax Collector- Canandaigua National Bank

Town Justices- Canandaigua National Bank

d. Alternate Person Authorized To Sign Town Checks:

Supervisor- Councilman John O'Connor

Town Clerk/Tax Collector- Diane Horning

Town Justices- None

e. Appointments By The Town Board:

Attorney for the Town- Sheila Chalifoux

Alternate Attorney for the Town-TBD

Registrar of Vital Statistics- Eileen Schaefer

Health Officer- Michael Hutton

Dog Control Officer- Ontario County Humane Society

Code Enforcement Officer- Robert Best

Deputy Code Enforcement Officer- Stephen Smith

Records Management Officer- Eileen Schaefer

Planning Board Chairperson- Theodore Mayhood

Zoning Board of Appeals Chairperson- Linda Moorhouse

Assessment Review Board Chairperson- Chosen by BAR each year

Representative to County Planning Board- Stephen Groet

Representative to Honeoye Lake Watershed Taskforce-Bill Hershey

- f. Appointments To Be Made By Town Officers:
 - 1. By Supervisor:

Deputy Supervisor- Councilman John O'Connor

Historian- Margaret Bott

Deputy Historian- David Bott Budget Officer- Kristine Singer

Bookkeeper to the Supervisor- Dodie Huber

2. By Town Clerk/Tax Collector:

Deputy Town Clerk- Diane Horning Deputy Tax Collector- Diane Horning

Deputy Records Management Officer- vacant

3. By Highway Superintendent:

Deputy Highway Superintendent- Steven Zeh

4. By Registrar of Vital Statistics:

Deputy Registrar- Diane Horning

g. Petty Cash Funds:

Town Clerk- \$100.00

Chairman Planning Board- \$50.00

Tax Collector- \$50.00

Town Justices-\$200.00

h. Procedure For Paying Bills:

Upon approval of warrant by majority of the Town Board; except for payroll, utility bills, and monthly operating expenses to avoid assessment of late fees which may be paid as presented.

i. Mileage:

For Official Town Business- \$.50 cents per mile as the mileage rate for 2016.

j. Salary Schedule- (As established by the adoption of the 2016 Budget)

Four Councilpersons \$2,497.00 each per year

\$9,988.00 total

Two Justices \$8,376.00 each per year

\$16,752.00 total

Supervisor \$12,291.00 annual Highway Superintendent \$55,449.00 annual Deputy Highway Superintendent \$3,690.00 annual Machine Equipment Operator Heavy \$23.87 per hour Machine Equipment Operator Light \$17.45 per hour Laborer \$10.00 per hour **Budget Officer** \$1,786.00 annual Town Clerk/Tax Collector \$26,816.00 annual

Town Clerk/Tax Collector \$26,816.00 annual Registrar of Vital Statistics \$374.00 annual Deputy Town Clerk/Tax Collector \$1,787.00 annual Bookkeeper To The Supervisor \$18.00 per hour Appointed Assessor \$21,069.00 annual Assessor Clerk \$11.36 per hour Code Enforcement Officer \$16,680.00 annual Parenty CEO

Deputy CEO \$15.00 per hour
Town Historian Personnel \$798.00 annual total
Court Clerk \$15.43 per hour

Cleaner \$15.70 per hour Grounds Keeper \$15.70 per hour Cleaner (additional) \$11.50 per hour

Planning Board Members \$30.00 per meeting attended

Planning Board Chairperson \$200.00 stipend in addition to above

Planning Board Secretary \$75.00 per meeting attended Zoning Appeals Board Members \$30.00 per meeting attended

Zoning Appeals Board Chairperson \$200.00 stipend in addition to above

Zoning Appeals Board Secretary \$75.00 per meeting attended

Board of Assessment Review \$9.00 per hour

Health Officer \$0

2. **Resolution Number 1 of 2016** – Approval of Organizational Meeting Items

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, The Organizational Meeting of the Town of Canadice was held on January 11, 2016; and WHEREAS, All items were presented to the Town Board for their consideration; now, therefore, be it RESOLVED, That this Board does hereby approve of and adopts those items placed before it at said meeting; and, be it further

RESOLVED, That the Clerk of this Board enter all said items along with a copy of this resolution in the official minutes of this Board.

3. **Resolution Number 2 of 2016** – Adoption Of Rules Of Procedure And Order

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Navs 0

WHEREAS, Section 63 of the Town Law provides that the Town Board may determine the rules of its procedure; and

WHEREAS, This Board adopted Rules of Procedure and Order as defined in Chapter 14, Meetings and Public Hearings, of the Canadice Municipal Code with the adoption of said code September 9, 1996; and WHEREAS, This Board annually reviews said policy; and

WHEREAS, This Board after due deliberation agrees the following additional rules are adopted by this resolution for the year 2016:

- 1. Every resolution or motion must be seconded before being put to vote by the Supervisor, and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.
- 2. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.
- 3. No motion or resolution may be brought to a vote except by the majority consent of those present, unless typewritten copies are presented to each member of the Board 48 hours prior

- to the opening of the meeting at which such motion or resolution is offered.
- 4. No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.
- 5. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of a Town Board Meeting.
- 6. Any person speaking to the Town Board, with the consent of the Supervisor, shall address their remarks to the Town Board, not to other members of the audience in the form of a debate.
- 7. A majority vote of all members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum.
- 8. If the above stated rules are or become at any time in conflict with the statutory law, the statutory law shall take precedence.

Now, therefore, be it

RESOLVED That the preceding Rules of Procedure and Order be and are hereby adopted for the year 2016 pursuant to Section 63 of the Town Law; and, be it further

RESOLVED, That the Clerk of this Board send certified copies of this resolution to the Board Members, Highway Superintendent and retain a copy for the official records.

4. **Resolution Number 3 of 2016** – Review Of Procurement Policy

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirement of GML, Section 103 or any other law; and

WHEREAS, This Board adopted a Procurement Policy April 13, 1992 which is defined in Chapter 21 of the Canadice Municipal Code; and

WHEREAS, Said adoption requires the annual review of the said policy; and

WHEREAS, Comments have been solicited from the Town Board by the Budget Officer pertaining to the procurement policies and procedures as stated in Chapter 21 of the Town of Canadice Municipal Town Code; now, therefore, be it

RESOLVED, That the Town of Canadice does hereby approve the procurement policies and procedures contained in Chapter 21 of the Canadice Municipal Code; and, be it further

RESOLVED, That the Clerk of this Board send certified copies of this resolution to the Board Members, Highway Superintendent and retain a copy for the official record.

5. **Resolution Number 4 of 2016** – Request To Be Included In Ontario County Highway Bid Contracts For 2016

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, It is required by New York State Department of Audit and Control that documentation be on file to substantiate the fact that the Town of Canadice will be purchasing commodities within the bidding statutes of New York State; now, therefore, be it

RESOLVED, That the Town of Canadice desires to utilize Ontario County bids for the purchase of certain Highway supplies during the year 2016; and, be it further

RESOLVED, That the Clerk of this Board send a certified copy of this resolution to the Ontario County Purchasing Director, Ontario County Purchasing Department and Mike Virgil, Canadice Highway Superintendent.

6. **Resolution Number 5 of 2016**— Request To Be Included In Livingston County Highway Bid Contracts For 2016

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, It is required by New York State Department of Audit and Control that documentation be on file to substantiate the fact that the Town of Canadice will be purchasing commodities within the bidding statutes of New York State; now, therefore, be it

RESOLVED, That the Town of Canadice desires to utilize Livingston County bids with vendor approval for the purchase of certain Highway supplies during the year 2016; and, be it further

RESOLVED, That the Clerk of this Board send a certified copy of this resolution to the Livingston County Purchasing Director, Livingston County Purchasing Department and Mike Virgil, Canadice Highway Superintendent.

D. PRIVILEGE OF THE FLOOR:

*Supervisor Singer mentioned we have two previous councilmen in our audience tonight; Mr. Mark Erdle and Mr. Leland Durkee. She also congratulated Leland and Nancy Durkee on their milestone anniversary of 60 years that was celebrated over the previous weekend.

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- Mrs. Eileen Schaefer.
- a. The financial report for the Town Clerk for the month of December 2015 was submitted (see T. C. file).

Councilman Hershey motioned, Councilman Malmendier seconded, and it was unanimously carried to accept the Town Clerk's report.

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

2. Historian- Mrs. Margaret Bott.

a. 2015 annual report submitted in December (see T. C. file).

3. Code Enforcement Officer- Mr. Robert Best.

- a. The written report for the month of December 2015 was submitted (see T. C. file). 2015 Year-End reports were also submitted.
 - b. CEO Best introduced the new Deputy CEO Stephen Smith.

4. Planning Board- Mr. Theodore Mayhood.

- a. Draft minutes were submitted to the Town Board (see T. C. file).
- b. Re-opened the site plan review for Turtle Rock Hollow. One additional item needs to be shown on the site plan map. The Planning Board decided if no letter can be secured from the new Richmond Fire Chief, they will try to use the town codes and make that decision. The only other item is resolving the waste water treatment system issue. Councilman Malmendier questioned the letter referenced in the draft Planning Board minutes that is needed from the CEO. CEO Best will not be issuing any letters at this time and is not holding up the project. Mr. Mayhood indicated they are aware the certificate of compliance from the CEO won't happen until the work is completed.
 - c. Mr. Christopher Vastola will be the new Vice Chairman.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.

a. The approved minutes from October and draft minutes from December were submitted to the Town Board (see T.C. file).

6. Highway Superintendent- Mr. Mike Virgil

- a. The written report for the month of December 2015 was submitted (see T. C. file).
- b. Sign posts and hardware received for new signs, will begin installing as conditions permit.
- c. After some discussion, it was decided to sell the Volvo at the auction in May.
- d. The high winds we experienced resulted in a lot of downed trees that needed to be cleared from any roadways. Some salt was spread at the same time due to the dropping temperatures.

7. Honeoye Lake Watershed Research Taskforce- Councilman Hershey.

- a. Hoping Honeoye Lake will ice over soon and stay that way until April.
- b. The Inlet grant restoration funds are not available until May 1st, but the work plan is under development.
- c. WQIP Grant Round 11 Project- design work is underway and the DEC permits will be obtained over the next few months.

8. Assessor- Mrs. Lisa M. Bennett

a. The written report for the month of December 2015 was submitted (see T. C. file).

9. Special Reports -

a. Water District:

*Supervisor Singer indicated the last three teleconference minutes are included in the communications. Another teleconference is scheduled for next Monday. Mr. Mark Erdle will participate in that meeting to

provide technical assistance advice.

*Councilman O'Connor is concerned with what the hold up is on the location for a water tank. Supervisor Singer indicated there have been issues with the owners of the properties that have been suggested; the parties either don't respond right away or they decide they don't want to subdivide after several discussions. We may have to buy a whole parcel. Eminent domain proceedings may be necessary to keep the project moving forward.

*Councilman O'Connor is also concerned that Supervisor Singer is taking on too much and the board members aren't current with information. Supervisor Singer indicated it was just a year ago we thought we were all set with an option to purchase a location, the property owners came back with items we couldn't legally provide with the purchase.

*Councilman Malmendier indicated the minutes Mr. Schaffron provided were great, maybe they could be emailed to the whole board.

*Councilman O'Connor wants to make sure the board members are helping since the project is so big. Supervisor Singer indicated at this point she is relying on the engineers, the bond counsel and the Town attorney for guidance. There still isn't any way to move forward quickly when prospective buyers appear interested and then change their minds.

*Mr. Jack Starke is wondering why the tank location is not already secured when that is needed for the preliminary plans. If eminent domain is required, then it must be started. Supervisor Singer is trying to avoid the eminent domain process. The easements have already been identified and we are almost ready to start that process.

*Councilman Malmendier doesn't feel it's too much of a hold-up for tree cutting to avoid the endangered long-eared bat. Supervisor Singer indicated Mr. Schaffron mentioned any tree cutting could take place in the fall after it's allowed.

*Supervisor Singer indicated the names of possible properties to purchase will be given to the Town attorney to follow up with at this point.

b. Highway Facility Improvements:

Superintendent Virgil is in the process of developing pricing estimates for maintenance items and facility needs.

10. Supervisor- Ms. Kristine Singer.

a. The financial report for the month of December 2015 was submitted (see T.C. file).

Councilman Malmendier motioned, Councilman Hershey seconded, and it was carried to accept the Supervisor's report.

APPROVED Ayes 4 O'Connor, Hershey, Statt, Malmendier

Abstained 1 Singer

Nays 0

b. **Resolution Number 6 of 2016-** 2015 Budget Modifications

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, The Budget Officer has received funds in excess of budgeted amounts from the sales tax revenue distribution; and

WHEREAS, There are appropriation lines that have exceeded budgeted amounts; and

WHEREAS, The expenditure of funds for the Water District creation from certain appropriation lines was anticipated in advance of receiving funding for the project; now, therefore, be it

RESOLVED, That this Board directs the Budget Officer to make the following 2015 budget modifications:

Revenues

Increase A1120, Non Property Tax Distribution by \$69,945.10 Expenditures

Increase A1440.42, Engineering – Contractual, Water District by \$62,017.43 Increase A1420.42, Attorney – Contractual, Water District by \$7,927.67

c. Budget Transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
A1990.4	A3310.4	\$ 704.76	Expenditures greater than budgeted amount.
A8010.12	A1355.12	\$ 211.90	Expenditures greater than budgeted amount.
DA5112.21	DA5112.2	\$ 1,148.02	Expenditures greater than budgeted amount.
DA5112.21	DA5130.4	\$ 1,450.44	Expenditures greater than budgeted amount.
DA5112.2	DA5110.1	\$ 12,110.53	Expenditures greater than budgeted amount.
DA5130.1	DA5140.1	\$ 994.54	Expenditures greater than budgeted amount.
DA5128.1	DA5142.1	\$ 4,067.61	Expenditures greater than budgeted amount.

Councilman Malmendier motioned, Councilman Hershey seconded, and it was unanimously carried to approve the budget transfers.

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

G. UNFINISHED BUSINESS:

1. Abandonment of Lower Holmes Road-

Councilman Malmendier provided a report and suggests the road be closed to vehicular traffic. We would still maintain access, but some type of gate to prevent anyone driving down the road. Mr. Erdle indicated it was made a minimum maintenance road so we didn't have to plow it in the winter. Councilman O'Connor questioned if it could be closed to all traffic but not abandoned. Supervisor Singer will discuss it with the Town attorney.

2. Erosion Control Laws –

Supervisor Singer included in the Town Board packets copies of the erosion control laws the Town of Richmond recently adopted. A set was also provided to the Planning Board Chairman Mr. Mayhood so they can look through the laws to compare them with our current regulations.

- 3. Councilman Malmendier questioned if Rick and Tammy Voorhees are all set with snow removal for the sidewalks at the town hall. Supervisor Singer indicated they are aware of what they need to do.
- 4. After a brief discussion, Supervisor Singer will forward the Time Warner contact information to

Councilman Malmendier to follow up on the service expansion. He will also look into the fiber optic company he reached out to before.

- 5. The employee handbook just a reminder to keep it on the list.
- 6. The comprehensive plan update Supervisor Singer indicated it might be ready; she just hasn't been over to the office to see if it's done.
- 7. Councilman Malmendier will look at options to deal with the property next door if it's needed.

H. NEW BUSINESS:

1. **Resolution Number 7 of 2016** – Birthday Salutation - Mrs. Mabel Proctor

Supervisor Singer motioned, Councilman O'Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, Mrs. Mabel Proctor has been a Canadice resident all of her life; and

WHEREAS, Mrs. Proctor served this Town and its residents officially and unofficially since 1963. Her husband, James Raymond 'Ray' Proctor, was appointed as the Transfer Site Custodian and later additionally as the Buildings Custodian. Although Mrs. Proctor assisted her husband over the years, she officially became the Buildings Custodian after the death of Ray in 1988 and remained in that position until leaving employment December 31, 2011; and

WHEREAS, Mabel is fondly known as 'Mom' to many of the Town's residents and all the employees and officials that served the Town over the years; and

WHEREAS, During her official and unofficial tenure Mrs. Proctor took special care of the facilities and employees of Canadice, including making two sets of curtains for the original town hall. The most recent set is still being used in that building, which is now the Court facility; and

WHEREAS, Mrs. Proctor has always shared stories of Canadice and all that is good about the Town of Canadice to all those willing to listen; and

WHEREAS, Mrs. Proctor will celebrate her **100th Birthday** on January 25, 2016: now, therefore, be it RESOLVED, That this Board, on behalf of all the grateful citizens of the Town of Canadice, wishes Mrs. Mabel Proctor a very **HAPPY BIRTHDAY**; and, be it further

RESOLVED, That this Board, on behalf of all of those lives she touched, wishes her the very best always; and, be it further

RESOLVED, That the Clerk of this Board send a certified copy of this resolution to Mrs. Mabel Proctor.

2. **Resolution Number 8 of 2016** – Appreciation - Mr. Brian Kane

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, Planning Board Member Mr. Brian Kane has submitted his resignation effective December 31, 2015; and

WHEREAS, Mr. Kane began his tenure as a member of the Canadice Planning Board on December 12, 2012; and

WHEREAS, During his tenure Mr. Kane demonstrated integrity and dedication to both the Town and its citizens and exhibited those unique attributes and qualities which exemplify the characteristics expected of individuals serving in public service; and

WHEREAS, Mr. Kane spent numerous hours performing his duties as a planning board member and also serving on research committees during his tenure with the most recent being the extensive work on the Natural Resource Extraction Committee; and

WHEREAS, Mr. Kane always maintained an open mind and performed extensive research with regard to each issue or task presented to him which contributed to the excellent decisions rendered by the Planning Board on behalf of the citizens of Canadice; now, therefore, be it

RESOLVED, That this Board on behalf of the citizens of the Town of Canadice, expresses its appreciation to Mr. Brian Kane for his service to the Town; and, be it further

RESOLVED, That this Board extends its best wishes to Mr. Brian Kane and hopes that future years bring good health, contentment and a return to the Town of Canadice; and, be it further

RESOLVED, That the Clerk of this Board send a certified copy of the resolution to Mr. Kane.

3. **Resolution Number 9 of 2016** – Approval Of Town Officers Financial Records

- a. 2015 Supervisors Financial Report 12/31/2015 was submitted (see T. C. file).
- b. 2015 Town Clerk and 2015 Tax Collector Reports were submitted (see T. C. file).

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

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, Town Law 123 requires the Town Board to audit the records of all Town officers or employees who received or disbursed moneys during the previous year on or before the twentieth day of January; and WHEREAS, The Town Supervisor/Budget Officer, Town Clerk/Tax Collector provided the Town Board with said records on January 11, 2016; now, therefore, be it

RESOLVED, That to the best of their knowledge, the Town Board found the records of the Town Clerk/Tax Collector to be in good order and acceptable; and, be it further

RESOLVED, That to the best of their knowledge, the Town Board, with the abstention of the Supervisor, found the records of the Town Supervisor/Budget Officer to be in good order and acceptable; and, be it further

RESOLVED, That this resolution be entered into the official minutes of the Canadice Town Board.

4. **Resolution Number 10 of 2016** – Authorization To Execute The Highway Superintendent Software Support Contract With Williamson Law Book Company

Councilman Hershey motioned, Councilman Statt seconded and it was unanimously carried to adopt the following resolution.

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

WHEREAS, This Board purchased the Highway Superintendent Software Program from Williamson Law Book Company in 2007; and

WHEREAS, The software support is an annual renewable contract at a rate of \$465.00 for 2016; and WHEREAS, The Budget Officer recommends 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, the executed contract and contract fee to Williamson Law Book Company and retain a copy in the Town files.

5. **Resolution Number 11 of 2016** – Authorization To Execute The Payroll Software Support Contract With Williamson Law Book Company

Councilman Hershey motioned, Councilman Statt seconded and it was unanimously carried to adopt the following resolution.

APPROVED A

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Nays

WHEREAS, This Board purchased the Payroll Software Program from Williamson Law Book Company in 2012; and

WHEREAS, The software support is an annual renewable contract at a rate of \$847.00 for 2016; and

WHEREAS, The Budget Officer recommends 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, the executed contract and contract fee to Williamson Law Book Company and retain a copy in the Town files.

6. **Resolution Number 12 of 2016** – Authorization To Execute An Intermunicipal Agreement Councilman O'Connor motioned, Councilman Hershey seconded and it was unanimously carried to adopt the following resolution.

APPROVED

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Navs

WHEREAS, Bruce Longbine, the former Highway Superintendent, proposed to this Board an opportunity to partner with neighboring towns to purchase a road widener which is a specialized piece of highway equipment in 2009; and

WHEREAS, The Supervisors and Highway Superintendents from each of the involved towns agreed that such a collaboration would be in the best interest of each town and its residents; and

WHEREAS, The Town of Canadice has acted as Lead Agency as defined in the agreement; and

WHEREAS, This Board agrees that having access to a road widener for highway repairs that would otherwise not be possible without shared equipment enhances our long term equipment program; and WHEREAS, The initial agreement expired on December 31, 2015; and

WHEREAS, Current Highway Superintendent Michael Virgil has recommended this Board renew the agreement for an additional 5 years; now, therefore, be it

RESOLVED, That this Board gives authorization for the execution of said agreement by the required Town Officials; and, be it further

RESOLVED, That the Clerk of this Board send certified copies of this resolution along with the copies of the agreement to be executed by each participating town and returned. After all copies are fully executed, one copy will be distributed to each Supervisor and a copy of said executed agreement distributed to each

Highway Superintendent.

- 7. **Resolution** Authorization To Execute Shared Services Agreement With NYSDOT After a brief discussion, it was decided to hold the resolution until the next meeting and have the Town attorney review the agreement.
- 8. **Resolution Number 13 of 2016** Authorization To Execute An Agreement With Ontario County For Dog Control Services

Councilman O'Connor motioned, Councilman Statt seconded and it was unanimously carried to adopt the following resolution.

APPROVED

Ayes 5

Singer, O'Connor, Hershey, Statt, Malmendier

Nays

WHEREAS, It has been determined by this Board that it is in the best interest of the Town to contract with Ontario County for dog control services; and

WHEREAS, This Board agrees to the terms set forth in the contract provided by Ontario County for the year 2016; now, therefore, be it

RESOLVED, That this Board gives authorization for the execution of said agreement by the required Town Officials; and, be it further

RESOLVED, That the Clerk of this Board send three signed copies of the agreement along with a certified copy of this resolution to Karen DeMay, Clerk of the Ontario County Board of Supervisors; and, be it further RESOLVED, That upon the signing of said agreement by the duly authorized Ontario County representative and approval of the Office of the Ontario County Attorney, one copy of said agreement shall be returned to the Canadice Town Clerk for filing.

- 9. 2016 Meeting and Payroll schedules will be revised and passed out at the February meeting.
- 10. Justice Records Audit 2015 Audit to be performed by Dodie Huber and submitted to the Town Board for approval at February meeting.
- 11. Approval of the Bills –

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

ABSTRACT #1 for 2015-

Voucher

General/Highway #555 to #593

\$ 48,662.22

ABSTRACT #1 for 2016-

Voucher

General/Highway #1 to #21 \$ 130,157.84

APPROVED Ayes 5 Singer, O'Connor, Hershey, Statt, Malmendier

Nays 0

I. PRIVILEGE OF THE FLOOR:

1. Superintendent Virgil mentioned the purchase of new radios. Supervisor Singer indicated she needs to know what exactly is needed; Superintendent Virgil will prepare a list.

J. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to
adjourn the meeting at 9:39 pm.

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

Respectfully submitted, ______ Eileen Schaefer, Town Clerk