

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on April 8, 2024 at 7:30 pm at the Canadice Town Hall and Virtually via Zoom.

2. Roll call showed the following-

- Present: Supervisor Christopher Vastola
- Councilman Mark Statt
- Councilman Teryl Gronwall
- Councilwoman Kate Crowley
- Councilman Rick Mitchell

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

3. Salute to the Flag led by Supervisor Vastola.

4. Approval of March 11, 2024 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.

Councilwoman Crowley motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the minutes of the March 11, 2024 Regular Town Board Meeting.

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
Nays 0

B. PRIVILEGE OF THE FLOOR:

1. Supervisor Vastola attended the NYSAC Legislator training at Wayne County Complex.

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- Eileen Schaefer.

a. The financial report for the Town Clerk/Tax Collector for the month of March was submitted (see T. C. file). Closed with the Ontario County Treasurer for the 2024 tax collection season and provided a check for \$621,077.42 which represents remaining tax funds collected by Canadice with two bills being researched by the tax collection software company. The Canadice records indicate those two bills also need to be paid to the Treasurer.

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

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
Nays 0

2. Historian- Denise Coon
 - a. No report.
3. Code Enforcement Officer- Joseph Miller.
 - a. The written report for the month of March was submitted (see T. C. file).
4. Planning Board- Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. Supervisor Vastola questioned Chairman Mayhood if anyone had been appointed as liaison to Ontario County Planning Board. Chairman Mayhood indicated no one has been appointed and they do not have to be a member of the Planning Board, just a resident of Canadice.
5. Zoning Board of Appeals- Ed Bott.
 - a. No report.
6. Highway Superintendent- Jeremy Fraim.
 - a. The written report for the month of March was submitted (see T. C. file).
 - b. The department has a telescopic boom lift rented to process some tree work along the entire length of Lawrence Hill Road and to prepare for this summer's project.
 - c. Filled some major holes on the dirt portion of Canadice Hill Road.
 - d. We were able to collect funds for the cleanup of the materials illegally dumped on Cratsley Hill Road. DEC is in charge of the investigation.
 - e. Seven full fleet plow and/or salt runs and two with a truck or two due to drifting and localized snow since the March meeting.
 - f. Installed dash cameras in the vehicle fleet that are incorporated into the Verizon GPS Fleet tracking units.
 - g. Auctions International took pictures of the 2016 F-550 so the listing can be posted.
7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The updated written report for the month of March was submitted (see T.C. file).
 - b. Honeoye Lake level is still high. Rainfall in the first quarter of 2024 and March 2024 are normal.
 - c. Ontario County has received the NYS grant contract for the boat wash station. Once NYS accepts the replies from Ontario County, the grant funds will be available and the boat wash station should be available for the coming season.
8. Assessor- Holly Swingle.
 - a. The written report for the month of March 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 for the month of March operations did not show anything out of the ordinary. The report of maintenance operation is in line with last year.

c. Councilwoman Crowley and the Town Clerk met with Ti-SALES to plan for the meter read software conversion around the second quarter billing reads.

10. Supervisor- Christopher Vastola.

a. The financial reports for the months of December, January, and February were submitted. Councilwoman Crowley motioned, Councilman Gronwall seconded, and it was unanimously carried to accept the Supervisors reports for December; approval for January and February are approved pending questions to be answered that Councilwoman Crowley will email the Bookkeeper about.

APPROVED Ayes 4 Statt, Gronwall, Crowley, Mitchell
 Abstain 1 Vastola
 Nays 0

E. UNFINISHED BUSINESS:

1. Supervisor Vastola indicated the First Responder Tax Exemption local law is pending; we are not ready to move forward with this proposed local law yet.

2. Supervisor Vastola and Highway Superintendent Fraim met via Zoom with NYSDOT and Senator Helming’s office to appeal the decision not to move the speed limit reduction sign on County Road 37 further away from the Highway Department entrance/exit. The lack of a speed limit posting on Jersey Hill Road will be discussed at another time.

3. AED’s need to be ordered for the Town Hall and Highway Department. Councilman Statt will get pricing information and provide it to the Supervisor. The Board agreed they should be purchased.

4. Supervisor Vastola indicated Tibbals Road Cemetery and Canadice Hollow Cemetery need fencing. Councilman Statt will look into material and costs for the purchase and installation. Councilwoman Crowley will get a PSA number since prevailing wage will need to be used due to the cost that would be involved.

5. The Jersey Hill Road engineering proposals have been submitted to the county and the review process will begin.

F. NEW BUSINESS:

1. Resolution Number 31 of 2024 – Appointment Of Laura Ann Chamberlain To The Board Of Assessment Review

Supervisor Vastola motioned, Councilwoman Crowley seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
 Nays 0

WHEREAS, Mrs. Diane Horning has moved out of the Town of Canadice and BAR members must be residents, creating a vacancy; and

WHEREAS, the term for former Assessment Review Board Member Mrs. Diane Horning expires on September 30, 2026; and

WHEREAS, Ms. Laura Ann Chamberlain has indicated that she wishes to be appointed to the Board of

Assessment Review; and

WHEREAS, this Board after due deliberation is pleased that Ms. Laura Ann Chamberlain wishes to serve on said Board; now, therefore, be it

RESOLVED, that this Board does hereby appoint Ms. Laura Ann Chamberlain to the Town of Canadice Assessment Review Board for the remainder of Mrs. Horning’s five-year term that expires on September 30, 2026 and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Ms. Laura Ann Chamberlain and Ontario County Real Property Tax Services.

2. Resolution Number 32 of 2024 – Authorization To Extend Technology Support Agreement With Integrated Systems

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

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
 Nays 0

WHEREAS, Resolution Number 11 of 2021 extended the IT and technology support agreement with Integrated Systems for 100 hours; and

WHEREAS, it is in the best financial interest of the Town to purchase support contracts in 100-hour increments to obtain the best rate for service; and

WHEREAS, the block of hours purchased in January of 2021 is within 10 hours of being exhausted and the Town expects to utilize those hours in the next 60 days; and

WHEREAS, the Budget Officer recommends that the Town execute a new agreement for an additional 100 hours for the cost of \$8,500.00 to ensure our technology needs are up to date and information is protected from a breach of our systems; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said agreement for 100 hours of service for \$8,500.00 and remittance of the agreement fee upon receipt of a fully executed document; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed agreements and request a fully executed copy to be returned to the Town for retention in the Town’s official records.

3. Resolution Number 33 of 2024 – Authorization To Purchase IT Equipment, Operating System W11 and Current Versions Of Business Productivity Software Using Best Cost/Best Value Approach

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

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
 Nays 0

WHEREAS, the Town of Canadice maintains a comprehensive hardware and software upgrade and replacement program using a rolling five-year strategy; and

WHEREAS, an up-to-date equipment and application inventory is being collected along with competitive pricing from qualified vendors/distributors for all proposed purchases; and

WHEREAS, there are up to five computers that require replacement due to age or to meet minimum operating system requirements; and

WHEREAS, all operating system and application versions need to be current to be protected from security vulnerabilities and zero-day exploits; and

WHEREAS, a software license for editing PDFs, will improve productivity and efficiency; and

WHEREAS, two iPads for the CEO office and shared with the Town Clerk office will support the CloudPermit and Neptune360 products and provide business continuity for both offices; and

WHEREAS, there are competing deadlines over the next six months that require decisions to be made, purchases to be executed and equipment and software be deployed in support of new cloud-based applications; and

WHEREAS, an evaluation of products from qualified vendors/distributors will allow the Budget Officer to determine best value combined with best price; now, therefore be it

RESOLVED, that this Board authorizes the Supervisor to execute multiple purchases for equipment and software totaling a Not-To-Exceed amount of \$10,500.00 and to place fully executed copies of all purchases in the Town’s official records. Inventory records will also be updated for audit compliance.

4. Resolution Number 34 of 2024 – Resolution Setting Date, Place And Time For A Public Hearing To Entertain Comments Pertaining To A Septic Placement Variance Request For 6614 South Old Bald Hill Road, Springwater, NY 14560

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

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
 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 regulations; and

WHEREAS, Mr. Joe Miller, Canadice Code Enforcement Officer, has referred the plans for a new system to be installed at 6614 South Old Bald Hill Road for review and variance approval; and

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

RESOLVED, that this Board will conduct a public hearing to entertain comments pertaining to said variance request at 7:30 pm on May 13, 2024 at the Canadice Town Hall, 5949 County Road 37, the CEO will issue a property sign to the owner for posting; 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, send copies of this resolution to Mr. Robert Cox 6614 South Old Bald Hill Road, Springwater 14560 and Joe Miller, Canadice Code Enforcement Office.

5. Resolution Number 35 of 2024 – Resolution Setting Date, Place And Time For A Public Hearing To Entertain Comments Pertaining To Local Law No 1 (Intro) Of 2024; A Proposed Local Law Amending Chapter 106 “Streets And Sidewalks” Adding Article IV, Weight Restrictions For Town Roads, §106-20, A 10-Ton Weight Restriction With Exemptions On Jersey Hill Road And Cratsley Hill Road In The Town Of Canadice That Would Also Match The Weight Restriction On Johnson Hill Road Of The Canadice Town Code

*Councilwoman Crowley questioned if Lawrence Hill Road should be included in this change and

Superintendent Fraim indicated it doesn't need to be part of this local law.

*Councilman Gronwall questioned how this would be communicated to trucks in advance of getting to these roads which resulted in some discussion.

Supervisor Vastola motioned, Councilman Mitchell seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
 Nays 0

WHEREAS, GPS is routing heavy vehicles off County and State roads onto Jersey Hill and Cratsley Hill Roads; Town roads that are not designed for heavy traffic; and

WHEREAS, this higher traffic volume has increased the wear rate on said roads; and

WHEREAS, enacting a local Law will provide safer Town roads for its citizens; and

WHEREAS, the Town Board wishes to provide an opportunity to obtain public input, including allowing interested parties to speak on behalf of or in opposition to the Local Law; now, therefore, be it

RESOLVED, that a Public Hearing shall be held on the 13th day of May, 2024, at 7:30 pm, for the purpose of hearing comments on Local Law No 1 (Intro) of 2024 A Proposed Local Law Amending Chapter 106 "Streets And Sidewalks" adding Article IV §106.20, A 10-Ton Weight Restriction With Exemptions On Jersey Hill Road and Cratsley Hill Road In The Town Of Canadice That would Also Match The Weight Restriction On Johnson Hill Road; and

FURTHER RESOLVED, that said proposed Local Law is on file in the Canadice Town Clerk's Office located at 5949 County Road 37, Springwater, New York, where it is available for public inspection during regular business hours. Written comments may also be directed to the Canadice Town Board, Local Law 1 of 2024, Canadice Town Hall, 5949 County Road 37, Springwater, New York, on or before 4:30 PM on the 8th day of May, 2024. The Canadice Town Hall has barrier-free access for the physically handicapped. Zoom instructions are also provided on the Town website; now, therefore, be it

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

6. Supervisor Vastola indicated cyber training will be set up for all employees, appointees and officials. Multi Factor Authentication is being set up for all applications where possible.

7. Richmond Recreation Senior Citizen lunch is scheduled for May 24th and will be hosted by Supervisor Vastola at the Canadice Town Hall.

8. Approval of the Bills –

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

*Councilman Mitchell had some questions regarding the Impact Earth bill, the G-Suite charge on the credit card bill and the voucher for Stephanie Seeley as ZBA Secretary that were answered by Supervisor Vastola and Councilwoman Crowley.

ABSTRACT #4 for 2024-

General/Highway/Water District #1	Voucher #126 to #166	\$ 55,264.02
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CANADICE REGULAR TOWN BOARD MEETING

April 8, 2024

Trust & Agency #5 to #6 \$ 6,655.86

*Voucher #147, Check #19758 \$70.95 voided, not an accurate bill.

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
Nays 0

G. PRIVILEGE OF THE FLOOR:

1. Some discussion took place regarding a town picnic and community celebrations.

H. ADJOURNMENT:

Councilman Gronwall motioned, Councilman Mitchell seconded, and it was unanimously carried to adjourn the meeting at 8:26 pm.

APPROVED Ayes 5 Vastola, Statt, Gronwall, Crowley, Mitchell
Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk