

A. CONVOCAATION:

1. The Virtual Canadice Town Board Meeting was held on March 9, 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: Seven (7) guests/residents attended the Regular Town Board Meeting virtually or in-person.

3. Salute to the Flag.

4. Approval of March 9, 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 Gronwall seconded, and it was unanimously carried to approve the minutes of the March 9, 2020 Regular Town Board Meeting.

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

B. ACTIONS RELATIVE TO COVID-19:

1. **Resolution Number 27 of 2020** – Conducting Virtual Town Meetings

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, due to the Covid-19 crisis and the various Executive Orders that have been issued by the Governor of the State of New York requiring specific measures to be implemented to prevent the spread of the virus, the Town of Canadice was required to mandate social distancing in all Town buildings; and WHEREAS, the CDC recommendations and Executive Orders for social distancing prohibits the gathering of people in public spaces until further guidance by the Governor is received. Individuals need to keep a six-foot separation from each other or wear facial coverings if the separation of six-feet cannot be maintained and coverings are required while in public; and

WHEREAS, to allow Town Boards and Committees to meet and conduct the business of the Town and to protect the public, all Town meetings will take place “virtually” using Zoom or other social platform venues available to provide public access to our proceedings; and

WHEREAS, it is the goal of the Town Board to maintain the necessary services provided by the Town, provide transparency and consistency especially during this time of public health crisis. All meetings will continue to be recorded and information to participate in or listen to any meeting will be posted on the

Town’s website, Canadice.org; now, therefore, be it
 RESOLVED, that this Board, with the adoption of this Resolution, requires all Town meetings to be
 streamed to enable public access until further direction is received from the Executive Branch of the State of
 New York; and, be it further
 RESOLVED, that any Town Officials, members of Boards or Clerks to any Board, may physically be in
 attendance at a meeting conducted at the Town Hall as long as the social distancing is maintained; and, be it
 further
 RESOLVED, that the Clerk of this Board send a copy of this resolution to the Chairperson of each
 committee or Board and maintain a copy in the records of the Town.

2. Resolution Number 28 of 2020 – Covid-19 Workforce Plan

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, as of March 14, 2020, a State of Emergency was declared in Ontario County in response to the
 Covid-19 pandemic; and
 WHEREAS, on March 16, 2020 the New York State Governor issued Executive Orders directing all local
 governments to reduce their workforce to help slow the spread of this virus; and
 WHEREAS, to comply with the various Executive Orders that were issued, the Supervisor implemented as
 practical as possible a variety of measures that resulted in only essential employees reporting to work
 locations at a reduction of 50% to prevent the spread of the virus; and
 WHEREAS, non-essential employees and any employees identified with underlying health issues were
 granted paid leaves of absences for the period of March 17, 2020 through May 15, 2020 and the essential
 workforce was reduced by 50% by establishing a rotating schedule with the employees receiving their
 regular rate of pay on the days they did not have to report for work to comply with the reduction; and
 WHEREAS, all employees will return to a regular work schedule effective May 18, 2020, however,
 restrictions for public access to Town facilities will remain in effect until further notice; now, therefore, be it
 RESOLVED, that this Board supports the action taken by the Supervisor to comply with the Governor’s
 Executive Orders regarding staffing to slow the spread of the virus and to continue limited access to Town
 facilities by the public; and, be it further
 RESOLVED, that a financial record of costs associated with the paid leaves of absences is maintained to
 submit for reimbursement if allowed by FEMA or SEMA at a future date; and, be it further
 RESOLVED, that the Clerk of this Board send copies of this resolution to the Supervisor and Bookkeeper
 and maintain a copy in the records of the Town.

C. PRIVILEGE OF THE FLOOR:

1. There was no one to be heard.

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 months of March and April were submitted (see T. C. file).

Councilman Statt 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 months of March and April were submitted (see T. C. file). There were no questions on the report.

4. Planning Board- Mr. Theodore Mayhood.

a. No meeting held in March and April.

b. The Planning Board will be holding a virtual meeting May 18th. Supervisor Singer indicated the Planning Board should contact Councilman Malmendier for assistance with the virtual meeting.

c. There may be a public hearing scheduled for their June meeting.

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

a. No meeting held in March and April.

6. Highway Superintendent- Mr. Jeremy Fraim.

a. The written report for the months of March and April were submitted (see T. C. file).

b. A shared services agreement for their loader/grader was discussed with Bloomfield. Councilman O'Connor questioned if we would come up with the wording for the agreement. Superintendent Fraim indicated it would be our wording in the agreement.

c. Councilman O'Connor suggested purchasing the oxygen acetylene tanks instead of renting them. A five-year contract was just signed for renting the tanks.

d. The new equipment storage shed was discussed. Councilman O'Connor questioned the overhead doors and if the building would allow for the proposed expansion in the future. Superintendent Fraim indicated it would still allow for the expansion.

e. Eagle Associates returned and finished the repairs on the salt storage coverings.

f. Councilman O'Connor mentioned at the last water meeting Mr. Dodge indicated Superintendent Fraim said they didn't have to install the silt fence at the dump site. Superintendent Fraim told Mr. Dodge it was recommended to use a silt fence. He did not indicate the fence was not needed.

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

a. The written report for the months of March and April were submitted (see T.C. file).

b. The new website is completed and they are relying on the county IT department to upload it.

- c. Weed harvesting program planning is underway.
- d. The custom conveyor fabrication is on hold due to Covid-19 concerns and will not be ready for use this year.
- e. Two qualified RFP consultant proposals were received for the aeration destratification system.
- f. Councilman Malmendier questioned the security for the weed harvester. Councilman Gronwall mentioned security was increased last year and the harvester will continue to remain heavily secured this year also.

8. Assessor- Mrs. Lisa M. Bennett

- a. Supervisor Singer indicated the Assessor’s impact notices have been mailed and informal hearings are completed.

9. Special Reports:

- a. Water District Project –
 - 1. Progress Meeting Minutes for April 16 and April 30 submitted.
 - 2. Councilman Malmendier has been keeping on top of any items daily that need to be completed before the Department of Health will give their okay. A list of eleven items is now down to three with two of them fairly minor items. The third item is a part that will ship within two weeks for the tank site. Notification letters are stuffed and stamped. City of Rochester Water Department is ready to take over the operation of the system. A conference call took place with TiSales, they supply the software that actually reads the meters.

10. Supervisor- Ms. Kristine Singer.

- a. The financial reports will be submitted at the next meeting.

F. NEW BUSINESS:

1. Resolution Number 29 of 2020 – Appreciation – Mr. Patrick Kuter

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, Patrick Kuter, Canadice Highway Department Motor Equipment Operator, retired effective April 30,2020 ending many years of employment with the Town serving its residents; and
WHEREAS, Mr. Kuter’s service to the Town began as a part-time seasonal employee, then taking a full-time position April 23, 1984 and remaining in that position until his retirement 36 years later; and
WHEREAS, at times Mr. Kuter may have been at odds with Officials or other personnel, however there was no doubt about his dedication to the residents of the Town doing his part to maintain safe roads within the Town: and

WHEREAS, during his tenure Mr. Kuter responded to calls for his services during all types of inclement weather, at all hours of the day and night, to address hazards caused by that severe weather for the benefit and safety of our residents; now, therefore, be it

RESOLVED, that this Board on behalf of the citizens of the Town of Canadice, expresses it appreciation to Mr. Kuter for his service and dedication to the Town; and, be it further

RESOLVED, that this Board offers their best wishes to Mr. Patrick Kuter as he enters this new chapter in his life and hopes he has a long, happy and healthy retirement; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Mr. Kuter.

2. Resolution Number 30 of 2020 – Revision Of The Five-Year Capital Improvement Program Of The Town Of Canadice Town Roads And 2020 284 Agreement With The Canadice Highway Superintendent 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, this Board, by adoption of Resolution Number 61 of 1993, established an ongoing five-year Capital Improvement Program for the betterment of Town of Canadice Roads; and WHEREAS, said resolution states the list of projects shall be updated and adopted by resolution each calendar year; and WHEREAS, said resolution states the list of projects shall be updated and adopted by resolution each calendar year; and

WHEREAS, Section 284 of the New York State Highway Law requires an agreement between the Town Board and Highway Superintendent to expend moneys received through the levy, State Aid and other sources and;

WHEREAS, this Board approved the updated five-year plan and executed the 2020 284 Agreement submitted by the prior Highway Superintendent with Resolution 68 of 2019 and;

WHEREAS, the new Highway Superintendent has submitted a revised five-year plan for the years 2021 through 2025 and a revised 2020 284 Agreement relative to the expenditure of 2020 monies for approval; now, therefore, be it

RESOLVED, that this Board does hereby approve the following list of rebuild projects to be performed on Town roads during the years 2021 through 2025:

2021

*Middle Road 1.16 miles from Curtis Road south to Burch Hill Road – Re-grind & profile and surface with a single shot of oil and stone.

*N. Middle Road 1.1 miles from Curtis Road north to Richmond town line – Re-grind & profile and surface with a single shot of oil and stone.

*Johnson Hill Road 0.7 miles from Canadice Lake Road east to S. Old Bald Hill Road – Surface treat with a single shot of oil & stone.

*Jersey Hill Road 0.73 miles from County Road 37 east to County Road 36 - Surface treat with a single shot of oil and stone.

2022

*Lawrence Hill Road North from Lawrence Hill Road West to Purcell Hill Road, 0.96 miles – Re-grind & profile; reconstruct shoulders and surface treat with oil and stone.

*Lawrence Hill Road West from Lawrence Hill Road North to NYS Rt 15A, 0.51 miles – Re-grind & profile, reconstruct shoulders and surface treat with oil and stone.

2023

*Cratsley Hill Road 0.75 miles from County Road 37 to Bus Turn around – Replace cross culverts, re-profile road, reconstruct shoulders and surface with oil and stone.

2024

*Tibbals Road 1.07 miles from Canadice Hill Road east to Ross Road – Re-profile road, reconstruct shoulders and surface treat with a single shot of oil and stone.

2025

*Canadice Hill Road 2.36 miles from Ross Road south to Tibbals Road – Cut in weeps as necessary, re-profile/grind road with crusher run and calcium, surface treat with two shots of oil and stone.

And, be it further

RESOLVED, that this Board approves the revised 2020 284 Agreement as submitted by the current Highway Superintendent and authorizes the execution thereof; and, be it further

RESOLVED, that the five-year plan is accepted as presented with the addition of the 2025 project and amendments to the plan as noted included in this resolution; and, be it further

RESOLVED, that the Clerk of this Board and the Highway Superintendent maintain a copy of this resolution with Resolution Number 61 of 1993 in a file within their respective offices.

3. Resolution Number 31 of 2020 – Authorization To Execute A Maintenance Service Contract With Paul Rader D/B/A Poopman’s Septic Service For The Town Hall Onsite Wastewater Treatment Plant
Councilman Gronwall motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

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

WHEREAS, Canadice installed an onsite home treatment plant at the Town Hall; and

WHEREAS, said treatment plant requires annual maintenance to be in compliance with state codes and to ensure proper operation; and

WHEREAS, this Board contracted with Paul Rader, D/B/A Poopman’s Septic Service beginning in 2017 with the execution of a three-year agreement; and

WHEREAS, Mr. Rader has submitted a new three-year maintenance contract at no increase in price; and

WHEREAS, the current maintenance contract is expiring on 6/13/2020 and this Board desires to have Paul Rader D/B/A Poopman’s Septic Service continue to maintain the system; now, therefore, be it

RESOLVED, that this Board gives authorization to execute the maintenance contract for a period of three years for the sum of \$650.00; and, be it further

RESOLVED, that an Addendum be added to the contract requiring that all inspections be scheduled with the Town Code Enforcement Officer and conducted with a representative of the Town in attendance; and, be it further

RESOLVED, that the Clerk of this Board send a signed copy of the agreement along with a certified copy of this resolution and payment to Paul Rader; and, be it further

RESOLVED, that the Clerk retain a copy of said agreement for the Towns’ records.

4. Resolution Number 32 of 2020 – Authorization To Execute A Maintenance Service Contract With Paul Rader D/B/A Poopman’s Septic Service For The Town Shed Onsite Wastewater Treatment Plant
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, Canadice installed an onsite home treatment plant at the Town Shed; and
 WHEREAS, said treatment plant requires annual maintenance to be in compliance with state codes and to ensure proper operation; and
 WHEREAS, this Board contracted with Paul Rader, D/B/A Poopman’s Septic Service beginning in 2017 with the execution of a three-year agreement; and
 WHEREAS, Mr. Rader has submitted a new three-year maintenance contract at no increase in price; and
 WHEREAS, the current maintenance contract is expiring on 6/13/2020 and this Board desires to have Paul Rader D/B/A Poopman’s Septic Service continue to maintain the system; now, therefore, be it
 RESOLVED, that this Board gives authorization to execute the maintenance contract for a period of three years for the sum of \$650.00; and, be it further
 RESOLVED, that an Addendum be added to the contract requiring that all inspections be scheduled with the Town Code Enforcement Officer and conducted with a representative of the Town in attendance; and, be it further
 RESOLVED, that the Clerk of this Board send a signed copy of the agreement along with a certified copy of this resolution and payment to Paul Rader; and, be it further
 RESOLVED, that the Clerk retain a copy of said agreement for the Towns’ records.

5. Approval of the Bills –

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

ABSTRACT #4 for 2020-

		Voucher	
General/Highway Account		#94 to #139	\$146,679.66
Trust & Agency		#4 to #5	\$ 3,522.48
APPROVED	Ayes 5	Singer, O’Connor, Statt, Malmendier, Gronwall	
	Nays 0		

ABSTRACT #5 for 2020-

		Voucher	
General/Highway Account		#140 to #165	\$ 94,078.54
Trust & Agency		#6	\$ 316.16
APPROVED	Ayes 5	Singer, O’Connor, Statt, Malmendier, Gronwall	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. Councilman O’Connor indicated no official announcement has been made yet for the Memorial Day services. If no formal services will be held due to Covid-19, there will be a minimal showing by the VFW and American Legion at each location. A normal schedule would be as follows: Monday May 25th - 9:00 am in Bristol, 9:30 am in Hemlock, 10:30 am in Canadice and roughly 11:00 am at the gazebo in front of the Richmond Town Hall.
2. Councilman O’Connor mentioned the VFW Richmond Memorial Post is disbanding after 28 years as of June 30th.

3. Councilman Malmendier questioned if the schedule of fees for the water district still needed to be approved by the town board. Supervisor Singer indicated the whole updated schedule of fees will need to be approved.

4. Supervisor Singer mentioned an article in The Daily Messenger. Mr. Alan Hopkins was interviewed and he discusses growing up in Canadice.

H. EXECUTIVE SESSION:

Councilman O'Connor motioned, Councilman Statt seconded, and it was unanimously carried to move to executive session to discuss the employment history of a particular person at 8:21 pm.

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

Councilman O'Connor motioned, Councilman Gronwall, and it was unanimously carried to close the executive session with no action taken and resume the regular meeting at 8:33 pm.

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

I. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 8:34 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk