

**A. CONVOCAATION:**

1. The Virtual Canadice Town Board Meeting was held on June 8, 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: Six (6) guests/residents attended the Regular Town Board Meeting virtually or in-person.

3. Salute to the Flag.

4. Approval of May 11, 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 Statt motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the minutes of the May 11, 2020 Regular Town Board Meeting.

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

With the following correction: Pg 3, #6, C, should be oxygen acetylene tanks.

**B. PRIVILEGE OF THE FLOOR:**

1. Mr. Burch Craig commented on the internet signs posted on telephone/utility poles and if there is any way to stop those flyers from being posted. Supervisor Singer indicated they may have permission from the utility company to post the flyers. Mr. Craig will contact them to find out if permission was given to post the flyers.

**C. COMMUNICATIONS:**

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

\*Supervisor Singer mentioned there has been a low response for the Census from the Canadice area.

**D. REPORTS:**

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

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

Councilman Gronwall motioned, Councilman Statt 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 May was submitted (see T. C. file).
  - b. CEO Smith indicated there is a property owner on Poplar Cove that will be submitting an application for a variance and a site plan application. They are moving a cottage from another location to their property. It will be over the height allowed in the Honeoye Lakeshore District, resulting in the need for an application for a variance.
  
4. Planning Board- Mr. Theodore Mayhood.
  - a. Draft minutes were submitted to the Town Board (see T. C. file).
  - b. Short-term rental regulations are still on hold.
  
5. Zoning Board of Appeals- Mrs. Linda Moorhouse.
  - a. No meeting held in May.
  
6. Highway Superintendent- Mr. Jeremy Fraim.
  - a. The written report for the month of May was submitted (see T. C. file).
  - b. **Resolution Number 33 of 2020** – Approving Request By Charter Communications To Install Cable Under Coykendall Hill Road At Red Barn Trail  
 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, Charter Communications contacted Jeremy Fraim, Town Highway Superintendent, requesting approval to install a cable under Coykendall Hill Road at Red Barn Trail in order to service those residents on Red Barn Trail; and

WHEREAS, it has been determined by Mr. Fraim that said work requires no digging in the pavement areas since access will be in the rights of way on either side of the roadways and therefore there should be no damage to Town infrastructure; now, therefore, be it

RESOLVED, that this Board gives approval for Charter Communications and any of their representatives to install the cable per the diagram provided to the Town Highway Superintendent; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Mr. Jeremy Fraim, Highway Superintendent.

  - c. The equipment storage building materials were delivered May 22<sup>nd</sup>.
  - d. Met with Katie Lafler from Ontario County Soil & Water regarding the Curtis Road project.
  - e. The ad for replacing the fourth full-time employee will run another week.
  
7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
  - a. The written report for the month of May was submitted (see T.C. file).

- b. Water quality has been very good so far this season. DEC weekly blue-green algae lab testing services will no longer be offered. One sample may be sent every other week.
- c. Grant processing is not guaranteed at this time.
- d. The new website has been well received. Supervisor Singer indicated there are two different dates listed in the website for when the sewers were constructed or completed around Honeoye Lake. One area shows 1978 and another area on the website shows 1980.
- e. The Weed Harvesting Program is scheduled to start this summer focusing on lake resident weed harvesting requests and targeted areas of dense aquatic vegetation. The shoreline weed fragment pick-up will also be processed by lake resident request.

8. Assessor- Mrs. Lisa M. Bennett

- a. The written report for the month of May was submitted (see T. C. file).
- b. Grievance was held May 28<sup>th</sup> with seven applicants. One application could not be processed as it didn't have the correct information listed or an amount for their requested change in assessment.

9. Special Reports:

a. Water District Project –

- 1. Progress Meeting Minutes for May14 and May 28 submitted.
- 2. SWPPP Inspection Report #95
- 3. **Resolution Number 34 of 2020** – Approving Statement Of Work Needed On The

Chemical Feed System For Canadice Water District No. 1

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, this Board authorized the construction of Canadice Water District No. 1 with the award of the construction contract with Resolution 20 of 2018; and

WHEREAS, the Order to Proceed was issued on June 8, 2018 with a contract substantial completion date of June 9 2019; and

WHEREAS, the system is finally in the last stages of testing for substantial completion and approval for use by the Department of Health allowing residents to connect to the system; and

WHEREAS, during a system check on the Chemical Feed System by members of the Rochester Water Bureau, with whom Canadice has contracted to operate the system upon the completion of construction, significant deficiencies in the chemical feed system were identified; and

WHEREAS, a listing of the deficiencies, observations and suggestions was submitted to the Town and discussed at a project progress meeting with representatives from the Town, the Water Bureau, the contractor and LaBella, the engineering firm; and

WHEREAS, this project has encountered extensive delays well beyond the original anticipated completion date and this Board deems it prudent to have the Rochester Water Bureau with their specific knowledge and expertise address the deficiencies they identified to avoid any further significant delays; and

WHEREAS, a statement of work that the Rochester Water Bureau can provide to address this set back in an expedited manner was developed, a copy of which is attached hereto, having materials and labor billed to the Water District in accordance with the Agreement that exists between the Town and the Rochester Water

Bureau; now, therefore, be it RESOLVED, that this Board approves the attached Statement of Work and the terms contained in same; and, be it further RESOLVED, that certified copies of this resolution be sent to Patti Bedard at the Rochester Water Bureau, Mike Schaffron at LaBella and Associates and retain a copy in the project records.

4. Mr. Mike Schaffron mentioned Mr. Dodge has started boxing out sidewalk areas and might pour concrete in the next day or so. Then lawn restoration on Southwest Shores will start followed by Lakes End Lane. Supervisor Singer asked about casement drains and Mr. Schaffron indicated they are done. There was also some discussion regarding what constituted substantial completion of the project.

10. Supervisor- Ms. Kristine Singer.

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

b. 2019 Budget Transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
A1990.4	A1340.4	\$ 3,390.11	Expenditures greater than budgeted amount.
A1990.4	A1430.4	\$ 125.00	Expenditures greater than budgeted amount.

Councilman O’Connor 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

**E. UNFINISHED BUSINESS:**

1. **Resolution HELD** – Adoption of Permit Fee Schedule

2. **Resolution Number 35 of 2020** – Approving Change Order With Burnett General Contracting, Inc. Regarding The Construction Of The Equipment Storage Shed On Town Property

Councilman O’Connor 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, this Board and the Highway Superintendent determined that an enclosed Equipment Storage Building is necessary to protect the equipment assets used by the Highway Department; and

WHEREAS, the Highway Superintendent developed specifications and obtained four bids from contractors to construct the building; and

WHEREAS, this Board has awarded the bid to Burnett General Contracting, Inc. of Hemlock, New York with Resolution 56 of 2019 for an amount not to exceed \$170,586.00; and

WHEREAS, the current Highway Superintendent reviewed the plans and proposed location and has requested a change to enable easier access and afford more future flexibility with the structure; and

WHEREAS, Burnett General Contracting, Inc. reviewed the proposed changes with the Highway Superintendent and submitted a proposal of \$11,675.00 to complete the requested changes; and

WHEREAS, this Board agrees with the Highway Superintendent’s recommendation to relocate the structure and make the needed design changes as proposed; now, therefore, be it

RESOLVED, that this Board hereby approves the change order for the equipment storage building submitted

by Burnett General Contracting, Inc. of Hemlock, New York; and, be it further RESOLVED, that this Board authorizes the Supervisor to execute any documents necessary for the change order; and, be it further RESOLVED, that the Clerk of this Board is to retain a copy of this resolution in addition to sending certified copies to Highway Superintendent Jeremy Fraim and to Burnett General Contracting, Inc.

**3. Resolution Number 36 of 2020 – Supporting NYS WQIP Grant Application**

Councilman Gronwall 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, the Ontario County Soil & Water Conservation District has proposed submitting a NYS WQIP Grant application to continue work on the Honeoye Lake Watershed Roadside Stabilization Project; and WHEREAS, this Board on behalf of the Town of Canadice support the submission of this application to reduce areas of erosion that impact the water quality of Honeoye Lake with improved bank stabilization along the roadways and waterways reducing nutrient loading that impacts the lake; and WHEREAS, this is a continuation of a larger ongoing effort by watershed partners to improve the quality of Honeoye Lake; and

WHEREAS, the Town of Canadice has and will continue provide support to this ongoing project with equipment and labor as needed; and

WHEREAS, this Board agrees it is in the best interest of the residents of the Town of Canadice to adopt this resolution; now, therefore, be it

RESOLVED, this Board on behalf of the residents of the Town of Canadice supports the submission of the NYS WQIP Grant Application by the Ontario County Soil and Water Conservation District; and, be it further

RESOLVED, that certified copies of this resolution be sent to the Ontario County Soil and Water Conservation District, the Canadice Highway Superintendent and the Honeoye Lake Watershed Task Force.

**F. NEW BUSINESS:**

**1. Resolution Number 37 of 2020 – Authorization To Execute Protected Price Agreement With Superior Propane Through April 30, 2021**

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, propane vendors were canvassed requesting price quotes for fuel for the Town facilities; and WHEREAS, rates were obtained from Superior Gas, Kirkwood Oil and Valley Fuel; and

WHEREAS, Superior Gas offered the lowest locked in price of \$1.399 per gallon and also has a NYS bid contract; and

WHEREAS, the agreement will be in effect through April 30, 2021 for the 2020-21 heating season; and

WHEREAS, this Board is has reviewed said agreement and agrees it is in the best interest of the Town to execute the agreement with Superior Gas; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said agreement with Superior Gas for the above mentioned term; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed agreement to Amanda King at Superior and retain a copy in the Town files.

**2. Resolution Number 38 of 2020 – Authorization To Execute A Municipal Accounting Software Support Contract With Williamson Law Book Company**

Councilman O’Connor 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, this Board purchased the Municipal Accounting Software Program from Williamson Law Book Company in 1998; and

WHEREAS, the software support is an annual renewable contract, at a rate of \$1,080.00 for 2020; and

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

**3. Resolution Number 39 of 2020 – Authorization To Renew The Alarm Maintenance Contract For The Town Hall With SG Security**

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

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

WHEREAS, this Board authorized the installation of a Fire/Security system in the new Town Hall; and

WHEREAS, it is in the best interest of the Town to contract with SG Security for system maintenance; now, therefore, be it

RESOLVED, that this Board directs the Supervisor to renew the annual maintenance contract with SG Security for an annual fee of \$252.00 for the year 2020; and, be it further

RESOLVED, that the Clerk of this Board is to send a copy of this resolution, and copy of the signed contract with the agreed payment to SG Security.

**4. Resolution Number 40 of 2020 – Authorization To Renew The Alarm Maintenance Contract For The Town Shed With SG Security**

Councilman O’Connor 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, this Board authorized the installation of a Fire/Security system in the Town Shed; and

WHEREAS, it is in the best interest of the Town to contract with SG Security for system maintenance; now, therefore, be it

RESOLVED, that this Board directs the Supervisor to renew the annual maintenance contract with SG Security for an annual fee of \$252.00 for the year 2020; and, be it further

RESOLVED, that the Clerk of this Board is to send a copy of this resolution, and copy of the signed contract with the agreed payment to SG Security.

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 #6 for 2020-

		Voucher	
General/Highway Account		#166 to #211	\$301,875.27
Trust & Agency		#7	\$ 237.66
APPROVED	Ayes 5	Singer, O'Connor, Statt, Malmendier, Gronwall	
	Nays 0		

**G. PRIVILEGE OF THE FLOOR:**

1. Councilman Malmendier questioned the inquiry to change Frontier to Spectrum through Integrated. Supervisor Singer indicated the bookkeeper is working on that project.
2. Councilman Malmendier questioned the follow-up for Mr. Kesselring. Supervisor Singer will be meeting with Mr. Kesselring to get written specifics/choices from him.

**H. ADJOURNMENT:**

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 8:33 pm.

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

Respectfully submitted, \_\_\_\_\_ Eileen Schaefer, Town Clerk