

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on July 11, 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 Teryl Gronwall
- Councilwoman Kate Crowley
- Absent: Councilman Mark Statt

Others Present: Five (5) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag.

4. Approval of June 13, 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 Gronwall motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the minutes of the June 13, 2022 Regular Town Board Meeting.

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

B. PUBLIC HEARING: Regarding Adoption Of Local Law Number 1(Intro) Of 2022 Entitled: A Local Law Pursuant To Chapter 97-2011 Of The Laws Of The State Of New York And Section 3-C Of The General Municipal Law Overriding The Tax Levy Limit For Fiscal Year 2023

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to open the public hearing regarding Local Law 1 of 2022 Overriding the Tax Levy for 2023

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

*Councilwoman Crowley commented the local law is considered as a housekeeping task. The Board is not planning on going over the tax levy limit, but this allows the Board the option if needed.

*There were no further comments.

Councilman O’Connor motioned, Councilman Gronwall seconded and it was unanimously carried to close the public hearing.

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

C. PRIVILEGE OF THE FLOOR:

*Supervisor Vastola mentioned a bicycle ride that may go through Canadice, no date yet. Also the concert at the Gazebo in Richmond was well attended even with a short rain interruption.

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- Eileen Schaefer.
 - a. The financial report for the Town Clerk/Tax Collector for the month of June was submitted (see T. C. file). The water meter reads will take place a week later, due to illness.
2. Historian- Margaret Bott.
 - a. No Report.
3. Code Enforcement Officer- Stephen Smith.
 - a. The written report for the month of June was submitted (see T. C. file).
4. Planning Board- Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
5. Zoning Board of Appeals- Linda Moorhouse.
 - a. Minutes were submitted to the Town Board (see T. C. file).
6. Highway Superintendent- Jeremy Fraim.
 - a. The written report for the month of June was submitted (see T. C. file).
 - b. Eleven miles of line striping has been completed.
 - c. Completed prep work and cross culvert replacements on both Cratsley Hill Road and Curtis Road.
 - d. Our NYS DOT request to relocate the speed limit sign of 45mph further south on County Road 37 due to safety concerns was denied.
 - e. NYS Dormitory Authority (DASNY) audited our Grant submittal, it was approved and we should receive payment on the 15th of \$268K.
 - f. The City of Rochester reported a dead tree was leaning at the water tank site. Benjamin Tree Care took it down.
 - g. Councilwoman Crowley questioned who would take care of the weeds around the pump house on County Road 36. Superintendent Fraim indicated they can clean up the weeds with their trimmer.
7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of June was submitted (see T.C. file).
 - b. The water surface temperature on Honeoye Lake was about 77 ° F and water clarity of 10 ft as of July 4th.
 - c. A lake-wide fish kill was observed June 2nd on Honeoye Lake. DEC collected a few of the dead fish and sent them to Cornell's Fish Pathology Department. After testing no particular virus was identified. They could not determine the actual cause of the fish kill, but most likely it was spawning stress and the

rapidly rising water temperatures in the spring.

d. There are small signs of blue-green algae.

e. Updated aquatic vegetation maps have been prepared. The weed harvester can then target the zones with more weeds.

8. Assessor- Lisa Bennett

a. No report.

9. Water District Operations –

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

b. Councilwoman Crowley explained some of the items on the report.

10. Special Reports –

a. No special reports.

11. Supervisor- Christopher Vastola.

a. The financial report for the month of June was submitted.

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to accept the Supervisors reports.

APPROVED Ayes 3 O’Connor, Gronwall, Crowley
 Abstain 1 Vastola
 Nays 0

F. UNFINISHED BUSINESS:

1. Water District No. 1 – Maintenance Bond expires July 27

After some discussion, Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to renew the maintenance agreement for an additional year based on Kristine Singer’s input.

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

2. HVAC Town Hall – Natural Systems has been paid.

*Councilwoman Crowley reported on the committee’s progress.

*Councilwoman Crowley suggested we move forward with the two GEO Thermal contractors that supplied bids; receive an updated quote and ask for a quote to remove the water softener, installing a smaller holding tank, do not include the option to install the preheater for the water heater. Mr. Burch Craig didn’t have anything to add at this time. Councilwoman Crowley thanked him for his input on the committee.

Councilman Gronwall motioned, Councilman O’Connor seconded, and it was unanimously carried to proceed as Councilwoman Crowley outlined.

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

3. Water District Fee Schedule Amendments-

Councilman Gronwall motioned, Supervisor Vastola seconded, and it was unanimously carried to approve the changes to the water district fee schedule.

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

*Councilwoman Crowley also mentioned there will be some updates to the language on the website for the water district.

4. Town Hall Parking Lot upgrade-

*Councilman O’Connor felt we should wait until the installation of the new heating/cooling system takes place if we go with GEO Thermal. Also any concrete work on the sidewalks could damage new parking lot work.

*Superintendent Fraim indicated they can do some patching for now.

*We should make sure we are compliant with ADA regulations for any future renovations the Town may handle.

G. NEW BUSINESS:

1. Resolution Number 31 of 2022 – Authorization To Execute Protected Price Agreement With Superior For Propane Through April 30, 2023

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

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

WHEREAS, propane vendors were canvassed requesting price quotes for fuel for the Town facilities in 2022; and

WHEREAS, rates were obtained from Superior Propane, Kirkwood Oil and Valley Fuel; and

WHEREAS, Superior Propane was selected to be the vendor for both the Town Hall and Town Shed facilities and Superior also has a NYS bid contract; and

WHEREAS, Superior also offers Town employees and appointees a locked-in price and will waive the sign-up fee; and

WHEREAS, this Board wishes to continue using Superior and renew the price agreement for the next heating season ending April 30, 2023; 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 Propane; 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 Superior and retain a copy in the Town files.

2. Resolution Number 32 of 2022 – Acceptance Of 2021 Justice Court Audit

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

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

WHEREAS, the New York State Justice Court Administration requires an annual audit of the courts of local towns and villages; and

WHEREAS, the Town Board of the Town of Canadice is committed to ensuring compliance with State mandated requirements; and, now, therefore, it is

RESOLVED, that the Town Board hereby accepts the audit of the Justice Court for 2021 conducted on April 29, 2022; and, be it further

RESOLVED, that a copy of this audit, along with a certified copy of this resolution, is sent to the New York State Office of the Court Administration; and, it is further

RESOLVED, that a certified copy of this resolution, along with a copy of the audits, be sent to Honorable Russel Coon, Honorable Dale Schaefer, Justices for the Town of Canadice; and to Stephen Engard, Town of Canadice Court Clerk.

3. Resolution Number 33 of 2022 – Authorization To Accept Proposal For Financing Of The 2022 International Truck

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

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

WHEREAS, this Board established an Equipment Purchase & Replacement Schedule in order to maintain the efficient and cost effective operation of the Canadice Highway Department; and

WHEREAS, the Highway Superintendent solicited quotes for the financing of the truck; and

WHEREAS, this Board has reviewed the proposals from Real Lease and Key Government Finance Inc.; and

WHEREAS, this Board agrees that the proposal from Key Government Finance Inc. consisting of four annual payments in the amount of \$61,808.94 each is within our approved equipment replacement budget; now, therefore, be it

RESOLVED, this Board authorizes the Supervisor to execute the proposal acceptance with Key Government Finance Inc. to fund the purchase of said truck; and, be it further

RESOLVED, that the Clerk of this Board send a copy of this resolution to Jeremy Frain, Highway Superintendent and Key Government Finance Inc. with the executed acceptance and retain a copy of each for the Town.

4. Resolution Number 34 of 2022 – Adoption Of Local Law Number 1(Intro) Of 2022 Entitled: A Local Law Pursuant To Chapter 97-2011 Of The Laws Of The State Of New York And Section 3-C Of The General Municipal Law Overriding The Tax Levy Limit For Fiscal Year 2023

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

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

WHEREAS, a Public Hearing was duly held at the Canadice Town Hall on the 11th day of July, 2022 at 7:30 pm, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, the Town Board of the Town of Canadice, after due deliberation, finds it in the best interest of the Town to adopt said Local Law; and

WHEREAS, it is necessary to keep all local laws, as finally adopted, numbered consecutively in the year of their filing in the Office of the Secretary of State; now, therefore, be it

RESOLVED, that this Board adopts said Local Law Number 1 (Intro) of 2022 as Local Law Number 1 of 2022 entitled: A Local Law Pursuant to Chapter 97-2011 of the Laws of the State of New York and Section 3-c of the General Municipal Law Overriding the Tax Levy Limit for Fiscal Year 2023; and, be it further RESOLVED, that the Clerk of this Board is hereby directed to retain a copy of Local Law Number 1 of 2022 in the Town records, and send a copy of Local Law Number 1 of 2022 with a copy of this resolution to the Secretary of State for filing within that office and email a copy to General Code Publishers for reference.

5. Resolution Number 35 of 2022 – Authorization To Execute A Municipal Accounting Software Support Contract With Williamson Law Book Company

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

APPROVED Ayes 4 Vastola, O’Connor, Gronwall, Crowley
 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 \$1,188.00 for 2022-23; 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 and retain a copy in the Town files.

6. Resolution Number 36 of 2022 – Authorization To Execute A Water & Sewer Billing Software Support Contract With Williamson Law Book Company

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

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

WHEREAS, this Board purchased the Water & Sewer Billing Software Program from Williamson Law Book Company in 2018 for use in Canadice Water District No. 1; and

WHEREAS, the software support is an annual renewable contract at a rate of \$1,678.00 for the period 7/1/22 to 6/30/23; 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 and retain a copy in the Town files.

7. Resolution Number 37 of 2022 – Supporting The Submission Of A Local Government Efficiency Grant Application To The New York Department Of State And Authorizing A Memorandum Of Understanding To Facilitate The Ontario County Electronic Contract And Insurance Lifecycle Management Solution

Implementation Project

After some discussion Councilwoman Crowley 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, the Local Government Efficiency (“LGE”) Grant program, administered by the New York State Department of State, is intended to incentivize new actions between local governments that will reduce the cost of municipal operations and modernize the delivery of local services; and

WHEREAS, the Ontario County (the “County”) Administrator has requested the Town of Canadice’s support for the submission by the County of a Local Government Efficiency grant application to the New York State Department of State for up to \$200,000.00 per participant for implementation of a prospective Shared Services Project where multiple entities within the County will collaborate in implementation and ultimately transition to an electronic contract and insurance lifecycle management solution (the “Ontario County Electronic Contract and Insurance Lifecycle Management Solution Implementation Project”); and WHEREAS, the Ontario County Electronic Contract and Insurance Lifecycle Management Solution Implementation Project will include: (1) defining existing contracts, insurance and approval processes for each participating entity; (2) defining opportunities for efficiencies and cooperation amongst the participants with contract policies, forms, workflows, vendors, insurance and risk management review; (3) development of training materials for participants and their vendors; (4) development of virtual support database; (5) building of webpage for 24/7/365 access to materials and virtual support database; and

WHEREAS, the County will serve as the lead applicant on this grant application; and

WHEREAS, the flexibility that has been required to continue to serve its constituents in a COVID-19 world, the increased retirements and workforce transition and the decrease in potential workforce applicants have put added pressure on local governments to be more efficient, and the proposed project between local governments to transition them to an electronic contract and insurance lifecycle management solution will reduce the cost of municipal operations and modernize the delivery of local services both in the collective procurement of software and consultant services and in the administration of contracts and insurance via an electronic software, now therefore, be it

RESOLVED, that the Town of Canadice, on behalf of itself and its special districts, supports the application by lead applicant Ontario County for funding from the LGE Grant for the Ontario County Electronic Contract and Insurance Lifecycle Management Solution Implementation Project, in the form as filed with the Clerk of Ontario County Legislature; and be it further

RESOLVED, that the Town Supervisor, Christopher Vastola, is hereby authorized to execute a Memorandum of Understanding between the County and other co-applicants on behalf of itself and its sewer/water district (if applicable) agreeing to in good faith negotiate an agreement amongst the County and co-applicants with a consultant to complete the Ontario County Electronic Contract and Insurance Lifecycle Management Solution Implementation Project; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to the Ontario County Administrator and retain a copy in the Town files.

8. Local Meetings Law - Recording via Zoom - We need to look at storage situations to allow five years of zoom recordings. Councilwoman Crowley suggested having Integrated look at storage options for the recordings. Also a local law would need to be passed to continue allow Board members to vote from a

remote location.

9. Approval of the Bills –

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

ABSTRACT #7 for 2022-

	Voucher	
General/Highway/Water District #1	#262 to #305	\$ 100,903.63
Trust & Agency	#9 to #10	\$ 11,507.83

*Some discussion took place regarding the check that was originally held a few months ago. The item for mileage to the Board of Supervisors meetings for the Town Supervisor was removed from the check. At this time the other two items were approved for payment.

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

H. PRIVILEGE OF THE FLOOR:

1. Supervisor Vastola commented that we are allowed to join the Ontario County Chamber of Commerce at no cost as a result of Victor and Canandaigua combining. All municipal employees are allowed to participate.
2. Councilman O’Connor questioned the option of having sound recorded when the cameras are installed. Councilwoman Crowley indicated they will be video only. There also needs to be a point person that knows how to pull a file. Councilman O’Connor suggested it should be the Supervisor and Superintendent.
3. Supervisor Vastola suggested Tuesday September 27th at 7:00 pm for the budget workshop.
4. Mr. Craig asked if there is a certain amount of propane that will need to be purchased for our contract and will that be an issue if we go to GEO Thermal. Councilwoman Crowley indicated we will still be purchasing plenty of propane through the Highway Department.
5. Councilwoman Crowley wanted to thank Krista, Mark Malmendier and Eileen for getting the microphones ordered and installed for our meetings.

I. ADJOURNMENT:

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 8:57 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk