

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on December 11, 2023 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 Mark Statt
- Councilman Teryl Gronwall
- Councilwoman Kate Crowley

Others Present: Seven (7) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag led by Councilman John O’Connor.

4. Approval of November 13, 2023 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 November 13, 2023 Regular Town Board Meeting.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

B. PRIVILEGE OF THE FLOOR:

1. Councilman Gronwall questioned what the difference in percentage of increases or the decrease between the towns that Richmond Fire District covers. Mr. Rick Frost indicated they are attempting to get each town equal in what is being paid. Councilwoman Crowley questioned if it has to do with the number of calls or residences covered. The expenses are higher than the projected revenue in their 2024 budget. Mr. Kurt Taylor indicated more items have been cut from their budget and they do have a plan to cover the expenses. Councilman Statt questioned why the budget shows Richmond is a negative increase since they are saving money for future equipment expenses. They will check, it should be an increase of 2% for Richmond. They feel they should be equal in the future for requests from each town. Councilman Gronwall questioned the use of reserves to make their budget whole and is that a one-time use. They will have to check with their treasurer for that question and why the budget doesn’t show the 2% increase requested from the Town of Richmond. Councilman Statt questioned the \$364K other income – what is included in that figure. Councilwoman Crowley questioned if it was the grant funds. Mr. Taylor indicated we are always welcome to attend their meeting the second Thursday of the month at 6:00 pm. Supervisor Vastola questioned if the number of calls could be tracked and Mr. Taylor indicated they stopped tracking the calls since they were not recorded correctly to the town the call initiated from. With the new Red Alert system, they may be able to provide some data. Mr. Frost will schedule a tour next year of the facility and equipment possibly in April. Councilman Statt commented on how fortunate we are with the quality of the ambulance service and we

don't pay for those calls. Councilman O'Connor questioned if they can charge insurance companies for motor vehicle accident calls. Mr. Frost indicated they can, but the red tape associated with the process doesn't make it worth their time.

Mr. Frost and Mr. Taylor were thanked for their time and they took the Richmond Fire District contract with them for their signatures and one copy will be returned to Canadice.

Councilwoman Crowley motioned, Councilman Statt seconded, and it was unanimously carried to officially pay the full budget request from Richmond Fire District that was included in the Canadice 2024 approved budget.

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
 Nays 0

2. Councilwoman Crowley listened to the State of The Town presentation recorded by Supervisor Vastola and thought it was well done. It's posted on the Town website and at Finger Lakes TV. Also, it might be a good idea to post a link on our website to the Flexamat video. Supervisor Vastola indicated that could happen.

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 November was submitted (see T. C. file).

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

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
 Nays 0

2. Historian- Margaret Bott.

a. Deputy Historian Denise Coon submitted a written report for the month of November. (see T. C. file).

3. Code Enforcement Officer- Joseph Miller.

a. The written report for the month of November 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. Two subdivision applications to review and both were approved.

5. Zoning Board of Appeals- Ed Bott.

a. Minutes were submitted to the Town Board (see T. C. file).

*Lawrence Hill Road West: 0.51 of a mile from Lawrence Hill Road N to State Route 15A. Reconstruct ditch line at Lawrence Hill Road N intersection with Flexamat (WQIP), hot asphalt overlay, and reconstruct shoulders with crushed gravel.

2025

*Canadice Hill Road: 0.5 of a mile from Address 7143 to Tibbals Road. 4.5-inch structural cold mix pave and surface treat with one shot of oil and stone. Reconstruct shoulders with crushed stone/gravel.

*Canadice Hill Road: 0.6 of a mile from Ross Road to just past the entrance to Harriet Hollister Park. 4.5-inch structural cold mix pave and surface treat with one shot of oil and stone. Reconstruct shoulders with crushed stone/gravel.

*Canadice Lake Road: 0.35 of a mile from Johnson Hill Road to the Springwater town line. Cold mix pave two-inch overlay and seal with a single shot of oil and stone.

2026

*Canadice Hill Road: 1.26 miles from Harriet Hollister Park south to address 7143. 4.5-inch structural cold mix pave and surface treat with one shot of oil and stone. Reconstruct shoulders with crushed stone/gravel.

*Canadice Hill Road: 2.36 miles from Ross Road to Tibbals Road. Surface treat with a single shot of oil and stone.

*Canadice Hill Road: 2.43 miles from County Road 37 to Ross Road. Surface treat with a structural Fiber Mat chip seal.

2027

*Luckenbach Hill Road: 1.55 miles from County Road 37 to Ross Road; reconstruct southern ditch line near Ross Road, Warm mix pave overlay, surface treat with a single shot of oil and stone. Reconstruct the shoulders with crushed stone/gravel.

2028

*Old Bald Hill Road South: Approximately two miles starting at the South entrance off of State Route 15A and heading North. Cold In Place Recycle and surface treat with a single shot of oil and stone. Reconstruct the shoulders with crushed stone/gravel.

AND, BE IT FURTHER RESOLVED, that this Board approves the 284 Agreement as submitted by the Highway Superintendent and authorizes the execution thereof; and, be it further

RESOLVED, that the five-year plan as submitted is accepted as presented with the addition of the 2028 project and amendments to the plan as noted included in this resolution carried forward from the 2023 approved plan; 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.

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

- a. The written report for the month of November was submitted (see T. C. file).
- b. The high temperature we had last Saturday is not good for the lake overall.
- c. The DEC grant proposals are not announced yet.

8. Assessor- Holly Swingle.

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

9. Water District Operations – Councilwoman Crowley.

- a. Rochester Water Authority Operations Report submitted (see T.C. file).
- b. 296 connections. Going forward we will be able to track year-over-year numbers.
- c. Some discussion took place regarding a property next to the mobile home park that will be connected to the Canadice Water District.

10. Supervisor- Christopher Vastola.

- a. The financial report for the month of November was submitted.

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously approved to accept the Supervisors report for November. (See T.C. file).

*Councilman O’Connor questioned the waste assessment voucher. Supervisor Vastola indicated he has the report and information on that if Councilman O’Connor would like to review it.

* Councilwoman Crowley indicated the grader purchase in highway expenditures needs to move to the Town general reserves category since the Board approved paying in full for the grader from general reserves. Another budget modification resolution will need to be approved at the January meeting to make that correction. Also, the \$30K Water reserve needs to be put under expenses.

APPROVED Ayes 4 O’Connor, Statt, Gronwall, Crowley
 Abstain 1 Vastola
 Nays 0

b. Resolution Number 63 of 2023 – 2023 Budget Modifications Authorization

Councilman Statt 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 Budget Officer has indicated that there may be the need to make transfers between lines to resolve negative balances in appropriation lines after payroll number 26 is processed and other necessary adjustments after the review of all account ledgers to enable closing the 2023 books; and

WHEREAS, the Budget Officer has determined that there will not be a need to increase the overall budget since there remains sufficient balances in other lines to cover any potential adjustments; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to make any necessary transfers between appropriation lines to resolve any negative balances for the 2023 budget as long as the total Town budget amounts by fund are not impacted beyond any modifications approved by this Board as of this date to close the 2023 budget year.

E. UNFINISHED BUSINESS:

- 1. Supervisor Vastola indicated the Hazardous Materials final draft review is coming up if anyone has any input.

F. NEW BUSINESS:

1. Resolution Number 64 of 2023 – Resolution Setting Date, Place And Time For The 2024 Town Of Canadice Organizational Meeting

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Town Law requires that the Town Board hold an Organizational Meeting at the beginning of each fiscal year; now, therefore, be it

RESOLVED, that the organizational meeting for the Town of Canadice for the year 2024 will be held at the Canadice Town Hall, 5949 County Road #37 in the Town of Canadice on the 8th day of January 2024 at 7:30 pm for the organization of the Board and for such other business as may be presented to the Board; and, be it further

RESOLVED, that the Town Clerk publish a public notice in the official newspaper of the Town of said meeting in accordance with Town Law.

2. Resolution Number 65 of 2023 – Authorization For Canandaigua National Bank To Act As Agent For The Town Of Canadice To Accept 2024 Town And County Tax Bills

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town Board of the Town of Canadice approves Canandaigua National Bank to act as an agent for the Town of Canadice and collect Town and County Taxes for the year 2024 during the month of January; and

WHEREAS, Canandaigua National Bank will accept tax bills from January 2nd through January 31st, full payments only (no installment payments) and will deposit these payments to the Town of Canadice Tax Collector Savings Account on the following business day and notify the collector with an itemized listing of taxes received; and

WHEREAS, there will be no charge to the Town for this service; and

WHEREAS, Canadice Town Tax Collector, Eileen Schaefer, will be responsible for any check that is returned for any reason; now, therefore, be it

RESOLVED, that Canandaigua National Bank will be accepting tax bills for the Town of Canadice during the month of January 2024 with no expense to the Town; and, be it further

RESOLVED, that these monies will be deposited in the Town of Canadice Tax collector's savings account with no expense to the Town and the bank will notify the Town the following day with an itemized listing; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Canandaigua National Bank and retain a copy in the official Town records.

3. Resolution Number 66 of 2023 – Authorization To Execute An Intermunicipal Agreement With The Town Of Richmond For The Recreation Program, 2024

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town of Richmond has presented to this Board an Intermunicipal Agreement in connection with Canadice's support of their recreation program; and

WHEREAS, the Town of Richmond agrees to offer the residents of Canadice the opportunity to participate in all of their programs; and

WHEREAS, the Town of Canadice agrees to contribute the sum of \$11,000.00 to the Town of Richmond Recreation Program for 2024 as approved in the 2024 Budget; and

WHEREAS, this Board agrees it is in the best interest of its residents to support the Richmond recreation program; 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 a certified copy of this resolution to the Town of Richmond along with the executed copy of the agreement and retain a copy of said agreement in the official records.

4. Resolution Number 67 of 2023 – Authorization To Execute An Agreement With Ontario County For Dog Control Services

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

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 2024; and

RESOLVED, that this approves the execution of said agreement by the Town Clerk and Supervisor; and, be it further

RESOLVED, that the Town Clerk and the Supervisor have a copy of said contract and will print a fully executed copy from the County’s Contract Management Program for retention in the Town records upon notification that the County Administrator has executed on behalf of the County.

5. Resolution Number 68 of 2023 – Authorization To Execute Annual Right Of Way Maintenance Permit For 2024 With Ontario County Regarding Potential Repairs Or Maintenance Of Canadice Water District No. 1 Infrastructure

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Canadice Water District No. 1 has been constructed along the County Road 36 corridor in the Town of Canadice; and

WHEREAS, this Board, on behalf of the Water District, has contracted with the Rochester Water Bureau to operate and maintain the district distribution system; and

WHEREAS, as the owners of the District, the Town needs to execute an annual maintenance permit with the County in the event any work is required to be done on any of the infrastructure within the County Right of Way; now, therefore, be it

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

	Voucher	
General/Highway/Water District #1	#504 to #563	\$ 54,564.48
Trust & Agency	#19	\$ 521.10

*Councilman Statt questioned the Richmond Recreation voucher that is different than the approved contract. After some discussion: *Voucher 509, Ck#19500 voided, Board approved \$299 less on the Richmond Recreation contract than the submitted request received.

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
 Nays 0

G. PRIVILEGE OF THE FLOOR:

1. Canadice Holiday Party at the Town Hall is December 20th at 12:30 pm.
2. Councilman O'Connor questioned if a new Court Clerk was hired. Krista Hoover was appointed and will also remain as the Bookkeeper. Councilman Gronwall questioned if the Town Board still needs to follow-up with a resolution to approve the Judges appointment for the Court Clerk and it was suggested we didn't need one.
3. Councilwoman Crowley indicated the Disaster Recovery Plan draft has started circulating and she is asking for input from each department. Also, she is looking for the electronic copy of the Emergency Operations plan and the Hazardous Materials Emergency Response Plan. If the electronic copies are not found they documents will be scanned and converted.
4. The NYS Town Clerk's district meeting hosted an attorney from Freedom Of Information Law (FOIL) and she indicated the local law we approved for allowing board members to vote remotely if they are out of town is only for extraordinary circumstances. An email has been sent to the Association of Towns to clarify the law for us.
5. Mr. Mayhood indicated the Planning Board received a resignation for Mr. Engard effective December 18th; he was elected Town Justice and will be starting that term.
6. Supervisor Vastola thanked Councilman O'Connor for his service.

H. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 8:35 pm.

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
 Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk